

MID-PLAINS COMMUNITY COLLEGE

2018-19

NON-INSTRUCTIONAL
ASSESSMENT
REPORT

WE ARE
MPCC. 

Introduction

The 2018-19 Non-Instructional Assessment report is a behind the scenes view into the commitment of Mid-Plains Community College (MPCC) staff to support MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success."

The Process

Once a year, all non-instructional areas/departments report to cabinet on what goals were or were not met, explain why, and clarify goals for the upcoming year. Goals, measurements, and expectations are generated within the individual departments and are assessed annually in order to gauge the overall advancement of the institution.

New for 2018-19

In 2018-19, MPCC transitioned from the AQIP accreditation pathway to the Open Pathway and entered a new strategic planning cycle for 2019-22. As part of this transition, departments began the process of aligning department goals to the 2019-22 strategic objectives which make up the 2019-22 Strategic Plan. While it is not a requirement, the evidence provided in this report directly ties into and/or references the Strategic Plan, which will move MPCC toward the vision of being First Choice for our region for education, partnerships, employers, and employees.

Data sources

Data sources vary by department, but the most often cited data sources include:

- MPCC Graduate Survey
- MPCC Employer Survey
- Community College Survey of Student Engagement (CCSSE)
- Internal satisfaction surveys

Summary

Overall, departments met 55% of their goals. In addition, MPCC's FTE audit, financial audit, and financial aid audit resulted in zero findings.

Questions regarding this report may be directed to the MPCC Office of Institutional Assessment, 601 W State Farm RD., North Platte, NE 69101, 308-535-3798, or andrewsh@mpcc.edu.

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: Center for Teaching Excellence (Cathy Nutt)

Report Date: 5/22/19

Analysis and Action: 2018-2019 Goals

Goal	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
65 faculty will be served by the Center for Teaching Excellence	Primary data - collected through workshops and one on one meetings with faculty utilizing excel and google docs.	65 faculty - adjunct and full time	Inconclusive	I have recorded 54 interactions with faculty. This doesn't "meet" my goal, but during both the fall and the spring I stopped taking the time to update my time logs. I am guessing that I probably came a lot closer than being 11 interactions short, but I didn't record the data.	Continue to work to achieve this goal on a yearly basis. Work to keep my log updated better.
Evaluate Canvas as a potential new LMS	Completed evaluation on criteria developed by a committee of MPCC faculty and Staff	Data collected and a determination made if a new LMS should be adopted	Yes	Through meetings, demonstrations of 2 LMS choices Canvas was chosen	Continue implementation of Canvas as LMS.
Training on videos, engaged learning, and current apps to use in the classroom	Provide opportunities /speakers on best practices for these areas of development.	Offer 1 of each of these topics on each campus.	No	LMS decision committee first semester and Canvas implementation planning and discussions have taken most of my time.	Will revisit this goal in 2020-2021 after Canvas is implemented on campus and faculty are trained.
Travel to McCook a minimum of 3 times per semester.	Primary data - collected through trips to facilitate workshops and one on one meetings with faculty utilizing excel.	A minimum of 3 trips per semester. Dates to be tentatively set prior to the start of the semester.	No	I am going to refer to the tenants here - Family first. My husband has had 2 back surgeries during this school year. I have not felt comfortable leaving town with him before the surgery because of his pain, or after with his recovery.	Continue to work to achieve this goal on a yearly basis. I have reduced this to a minimum of 2 trips a year. Will try to do a DL connections as well.

How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success? In the past year I have led a group of faculty and staff as well as worked with administration to determine the future direction of our Learning Management System. I believe the choice of moving to the Canvas LMS will allow our students to focus on learning course materials, not figuring out how this instructors online course is set up. I believe this is a huge contribution to the colleges mission.

Mid-Plains Community College Cabinet/Assessment Team Report -

Team/Area Name: Center for Teaching Excellence

Team Leader Name: Cathy Nutt

Report Date: 5/22/19

2019-2020 Goals

Goals	Measures	Expected Results and Standards
Work with Canvas core group to successfully implement Canvas LMS.	all faculty and online classes moved to Canvas by Jan 1, 2020	Full implementation by beginning January 2020. (Classes begin 1/12/20)
Present or organize Canvas LMS training to full time and adjunct faculty on all campuses	facilitate at least 1 day of on campus training with a Canvas trainer.	Reach 75% of fulltime faculty and 60% of adjuncts to receive a minimum of basic training
Go through all online Canvas trainings available to me through instructure.	complete all applicable online training available at the canvas subscription site.	Completed before full implementation in January
65 faculty will be served be the Center for Teaching Excellence	primary data - collected through workshops and one on one meetings with faculty utilizing excel and google docs.	65 faculty - adjunct and full time
Travel to McCook a minimum of 2 times per semester.	primary data - collected through the year	A minimum of 2 trips per semester. Dates to be tentatively set prior to the start of the semester.
Opportunities, Challenges, and Special Requests:	I am excited for the implementation of Canvas on our campuses. I think this is a tremendous opportunity for our college to work on providing a consistent online experience for our students.	



Mid-Plains Community College Team Report

Team Name: Instructional Leadership Team
Team Leader Name: Dr. Jody Tomanek
Report Date: July 2019

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Meeting regularly with dual credit faculty and full-time faculty to ensure that MPCC courses are being taught using the same course materials and objectives.	Identifying orientation session dates with BB, OG, IM, VN as well as the two main locations. Orientations will be six face-to-face sessions at each location.	For the Fall of 2019, we will continue our Adjunct Faculty Orientation "tours" to all locations for face-to-face conversations. We expanded to include one sole orientation for NPPS that went really well.	Yes	We continue to get great feedback from our orientation sessions. We also recognize adjuncts for their years of service and will be mixing up our rotation for the Fall 2019 sessions and will try and visit one-on-one with Ogallala High School.	Continue. We are making changes to make better use of the time and continue to find ways to reach out to our adjunct faculty and dual credit faculty at our local high schools.
Revise evaluation process for full-time and adjunct faculty.	Determine a new evaluation tool for full-time faculty. Expand the adjunct faculty evaluation process.	Have a new tool/process in place for the Fall of 2018. Review which adjunct faculty have not been evaluated in the last five years. Improve evaluation process to include a review of adjunct faculty syllabi.	No Yes	A new tool/process was not implemented. 21 adjunct faculty were evaluated in the 18/19 academic year. Six were dual credit faculty. We did include a syllabi review with this round of evaluations and that was helpful for faculty.	Continue to pursue a whole new evaluation tool. Continue with a focus on syllabi review and dual credit.
Determine new cut scores for Accuplacer and discuss the use of Multiple Measures for placement.	Group established and scores set as well as determining a process for addressing multiple measures.	New scores set and in use for January of 2019 and a process/conversation and timeline for multiple measures.	Yes/No	The College-wide workgroup met throughout the year. The fall term focused on establishing new cut scores for January 2019 that are now in use. Multiple measures have been discussed and identified.	The Multiple Measures workgroup will continue to meet in the 19/20 school year and the group will be part of a statewide working group reviewing and establishing multiple measures. The hope is that multiple measures will be in place for Fall 2020.



Mid-Plains Community College Team Report

Team Name: Instructional Leadership Team

Team Leader Name: Dr. Jody Tomanek

Report Date: July 2019

Refine hiring process for adjunct faculty.	Refine the current process regarding the hiring of adjunct faculty and make the process useable and understandable.	New processes developed throughout the year.	Yes	ILT worked with Human Resources, campus coordinators and other staff and high school partners to create a more detailed hiring process for adjunct/dual credit faculty.	This process is in place and we continue to refine as we move forward with hiring.
Review how and when courses are scheduled. This includes dual credit courses and program offerings.	Continue to refine the year-long course schedule, review all programs to create better pathways to graduation and/or transfer.	Courses scheduled in a more direct manner.	Yes	A year-long course schedule was created for the third year. The online catalog continues to help with revising programs. Certain programs have reviewed their course requirements and will be making adjustments for the Fall of 2020.	There is still work to be done in this area related to dual credit and continuing to review course data. We continue to meet with the advising staff to review offerings.
Research the possibility of switching Learning Management System.	Establish a working group to review our current contract with Blackboard and a group to research moving to Canvas.	Decision made on our LMS for Fall 2019.	Yes	The decision was made to move from Blackbaord to Canvas.	A pilot is currently being used for Summer and we will bring on additional students/faculty for Fall with full implementation for Spring semester of 2020.
Improve internal processes.	Increased marketing of programs.	Implement a two-year marketing plan.	No	Faculty have started meeting with the marketing staff to determine marketing needs.	Continue to work with EM and PIO to market programs.

What did the team accomplish in the last 6 months?

- Implemented 3-year Instructional Equipment Plan and did not spend all of our \$300,000. Our total spent over seven years is \$2.3 million.
- Substituted for Dr. Tomanek at Cabinet.
- Developed 2019-20 budget.
- Invited Campus Coordinators and Marketing and Public Relations to ILT meetings.
- Hired seven new full-time faculty and conducted our third FT Faculty Orientation program.
- Helped HR with Safe Colleges Training.
- Reviewed textbook costs.



Mid-Plains Community College Team Report

Team Name: Instructional Leadership Team

Team Leader Name: Dr. Jody Tomanek

Report Date: July 2019

- Nineteen faculty participated in course reviews for the Nebraska Transfer Initiative.
- Sent two full-time faculty to NISOD conference.
- Presented Adjunct Faculty Service Awards.
- Worked with Dr. Tomanek on updating faculty credentials per new HLC guidelines and continue to develop a process for hiring of new adjunct and dual credit faculty.
- Provided faculty feedback on their program reviews.
- Continued development of a year-long course schedule.
- Looked at succession planning numbers for full-time faculty.
- Sent faculty to meetings to discuss NextGen Accuplacer and Multiple Measures.
- Attended a number of meetings related to the NRMP project for developmental mathematics.
- Continue to improve dual credit course scheduling for high schools.
- Assisted with Honors Convocation.
- Attended monthly meetings with Dr. Tomanek.

GOALS FOR UPCOMING 2019-20

1. What are the teams goals for the next Academic Year

Goals	Measures	Expected Results and Standards
Early Entry/Dual Credit processes more concrete and clear including campus administrators, Early Entry Office, Division Chairs, and high schools.	Concrete processes established in conjunction and input from, Early Entry Office, Division Chairs, Campus Administrators, and High Schools.	Better communication and established processes being utilized by all parties.
Continue to monitor development of new courses and new programs as well as a review of pre-requisites and course fees.	Meetings with faculty to discuss pre-requisites and course fees and ensure the information is correct. Continue to monitor new programs and new courses.	Updated and correct information available on the website and in the catalog.
Grading process and academic integrity.	Workgroups meet throughout the fall term and provide recommendations to the VP for AA.	New policies and procedures established.
Build relationship with early entry/dual credit.	Meeting frequently with Early Entry/Dual Credit Office and solidifying processes.	Increased enrollment in Dual Credit/Early Entry.
Develop year long course schedule for Early Entry.	Work with high schools to develop a year-long course schedule.	Year-long schedule available in the Spring of 2020 for enrolling for Fall of 2020.

2. What are the major challenges the team faces?

Retirements and hiring of new faculty. Determining program expansion and course offerings.

3. What challenges lie ahead for the team?

Instructional delivery, how do we reach students effectively? How do we maintain quality of programs with growth at campuses as well as strong faculty?

Assessment in all instructional programs.

Determining if we are producing a good schedule of classes.



Mid-Plains Community College Team Report

Team Name: Instructional Leadership Team

Team Leader Name: Dr. Jody Tomanek

Report Date: July 2019

Keeping small issues at instructor/division chair level.

Transition of division chair duites.

OPPORTUNITIES

1. What opportunities does the team envision?

Embrace the strategic objectives.

Provide leadership in the future growth of early entry and dual credit.

Hiring of quality adjunct faculty.

To build a stronger team and embrace the 10 cultural tenants.

REQUESTS

1. What special requests need to be considered by the College Cabinet?

Cabinet gather input from ILT when needed.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Registration & Records
Team Leader Name: Lana Stewart
Report Date: August 7, 2019

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Maintain current level of standard processes (that was provided above this goal in 2017-18 report).	Same pattern as above, adding time in which conferrals are posted following final grade submission.	Equal or surpass what is within Reg/Records ability to manage (number of transcripts ordered and of duplicate record merges are dependent upon what is submitted).	Yes	Conferrals were up compared to previous year. Nursing conferrals occurred the Friday of commencement. Other conferrals began immediately the Monday following commencement. Duplicate records reported and merged were slightly up from previous year (July-Feb). Transcripts received and evaluated were down from previous year.	Diplomas were ordered within two weeks of May graduation. Diplomas mailed by end of June. Utilizing electronic tools, transfer evaluations are handled faster than ever.
Continue exploration into increasingly effective identification of potential graduates prior to Commencement cap & gown ordering & Commencement program production	Uncertain at this point – ideas welcome	Identify patterns that help us define criteria that may lead to more effective query ability to reduce manual data monitoring.	Inconclusive.	No query has been developed to detect potential grads, but integrated efforts between Advising and Registration/Records have focused on this.	A new electronic program change form is available for advisors to include an expected graduation date. This data is entered in Jenzabar and used for NSC reporting and queries as needed.
MJW specific: fully document National Student Clearinghouse enrollment and degree transmittal processes	Does it or does it not occur	Prepare for smooth transition of these processes as retirement approaches.	Transition has been in progress since December 2018.	Data submitted has consistently been accepted by NSC within one day.	MJW began transferring knowledge to Lana Stewart and is still ongoing, and a checklist to help with future submissions is in progress.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Registration & Records
Team Leader Name: Lana Stewart
Report Date: August 7, 2019

2. What did the team accomplish in the last year?

Year	2016-2017	2017-2018	2018-2019
Degree audits	438 conferrals (next year will expect to include number of audits that do not result in conferral)	431 conferrals (21 intents submitted for this cycle have been moved forward to either Dec 2018 or May 2019 expected completion). May 2018 and June 2018 diplomas were mailed within 2 weeks of conferral date.	A total of 453 conferrals in 2018-19 (65 in August; 69 in December; 286 in May, 33 in June). 19 intents submitted for this cycle were moved forward to August 2019 expected completion. May 2019 diplomas were mailed out on June 14, 2019. June diplomas were ordered on July 24, 2019.
Duplicate record merges	32 (10.75 hrs)	45 (hours not calculated due to problem with Access interacting with Jenzabar that has led to helpdesks requests for Database Administrator/Database Technician to delete a specific piece of data – responses have ranged from 1 day to 1 week)	This process has been moved to the new Systems Analyst role as of March 2019. However, Registration & Records managed this process through February with a total of 41 duplicates merges, as compared to 36 merges through February 2018. We are unable to accurately report number of hours involved in the cleanup process because with every system upgrade, more ITS help is required with a HelpDesk incident submitted. Response to incidents reported ranged from one day to one week.
Official transcripts produced	1658 (1422 electronic 236 in house/paper)	2320 (1893 electronic 427 in house/paper)	2836 transcripts processed electronically through Parchment. 73 in house paper transcripts issued 2018-2019 cycle (down mainly due to professional central application services are now accepting electronic transcripts and rodeo students are now submitting requests for NIRA through Parchment).
Transfer credit evaluations	450	404 (64% of these evaluations occurred the day the transcript was received; 25% occurred within the week the transcript was received, 5% evaluated within 2 weeks of transcript receipt, 6% longer than 2 weeks)	369 college transcripts received in 2018-19. 47% were evaluated/posted to students' records on the same day of receipt; 11% within one day of receipt; 15% within one week; 7% within two weeks; 8% within one month of receipt; 4% after one month of receipt; 8% not evaluated or posted to MPCC records due to students are non-degree, nothing was transferable, or were not applicable to degree.
Paper/PDF forms have gone electronic	N/A	N/A	Thanks to coordinated efforts between R/R, Advising, and Admissions, paper or PDF are now PerfectForms: Course Substitution, Grade Change, Program Change, Incomplete Grade Request and available on CampusWeb for faculty/advisors.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Registration & Records

Team Leader Name: Lana Stewart

Report Date: August 7, 2019

GOALS FOR UPCOMING 2019-20

3. What are the teams goals for 2019-20?

Goals	Measures	Expected Results and Standards
This is a transitional year. The main goal will be to continue learning, training the new Academic Records Specialist, while keeping daily processes going.		By this time next year, everyone in Registration & Records will be comfortable in their new roles.
Reduce the amount of waste.	Ideas include: <ul style="list-style-type: none">• Move all duplicate forms to one-page.• Coordinate efforts with the new Area Director and Assistant Director of Early Entry & Program Development to encourage high schools students to utilize online tools (apply online, print registration form off website, provide high school counselors with final grade reports).• Remove Career Services section on Intent to Graduate form, so when printing must occur, only one page will print. This information gets in the way of students completing their intents. Since this portion has been added to the Intent in 2014, only 5.85% of students (232 out of 3964) have requested information regarding Career Services.	<ul style="list-style-type: none">• Printing costs will be down and there will be a less need for shredding.• Eliminate faxing grade reports to area high schools.• Career Services information will be collected by a more appropriate, successful means.
Reconnect and communicate with Registration & Records representatives, as well as anyone in the MPCC family regarding Registration/Records processes.	<ul style="list-style-type: none">• Monthly Registration & Records meetings via DL, Zoom or Skype, or in person.• Communicate regularly with MPCC family in regards to what's happening in Registration & Records via e-mail, Grabau's Gatherings monthly update, and Tinkle Times newsletter• Introduce by e-mail the new Academic Records Specialist to the MPCC family, as well as reintroduce others in R&R, their roles, location, and contact information, as well as instructions on reghelp@mpcc.edu.	R/R representatives will feel less isolated due to distance and lack of communication and the entire MPCC family will know the appropriate person to contact when a question arises.

4. What are the major challenges the team faces?

This is a year of transition. Both Area Registrar and MC's Academic Records Specialist will be learning new job responsibilities, while keeping day-to-day processes going.

With a greater understanding of the federal reporting involved in this area, it is extremely important to have staff that are analytical, detailed-oriented, yet able to provide excellent internal/external customer service. Customer service is not an issue, but maintaining the level of accuracy and data integrity as in recent years with new staff will be a challenge compared to previous years.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Registration & Records
Team Leader Name: Lana Stewart
Report Date: August 7, 2019

OPPORTUNITIES

5. What opportunities does the team envision?

Again, this is a year of transition. With new staffing, training is going to be an ongoing process, but this is also an opportunity to cross train within our department. Some cross training has already occurred, but more interest has been expressed and needs to happen so that when someone is away, we can continue a high level of customer service.

Also, with the development of the Early Entry department and Director and Assistant Director of Early Entry and Program Development positions, we look forward to coordinating efforts towards more efficient processes.

REQUESTS

6. What special requests need to be considered by the College Cabinet?

Further explanation of the cultural tenant, Family First, would be appreciated, and support from Cabinet to encourage staff to not abuse this tenant as a way to take time off during peak times and that is deemed unreasonable by the supervisor or is obviously inconvenient. Besides Enrichment Day, for Registration and Records and other areas of Student Services, these peak times include Registration Days, the opening of school, commencement, and grading time.

Patience during this time of transition in Registration and Records would be greatly appreciated.

HOW DOES MY DEPARTMENT CONTRIBUTE TO MPCC'S MISSION OF "TRANSFORMING LIVES THROUGH EXCEPTIONAL LEARNING OPPORTUNITIES FOR INDIVIDUAL STUDENT SUCCESS?"

Answer: Registration & Records is a microcosm of the MPCC macrocosm, holding a center for most other areas of the college.

This stands true. Registration & Records is the hub of information. Student success may start with recruiting and admissions, but that information is then transferred to Registration, where the responsibility of data integrity lies. This information is utilized for advising, financial aid, reporting, analysis, and institutional effectiveness.



2019 Area Physical Resources Cabinet Report

Question	Physical Resources	Safety Teams	Core Safety Team
What do you/your staff /team do well?	<p>☒ Custodial does an excellent job of keeping the buildings clean and orderly. We have heard several complements from different groups on campus that were impressed by the cleanliness.</p> <p>We (NPCC) have been able to accomplish this despite the fact that we have had one open position since Sept. 2018.</p> <p>Maintenance has continued to work the repair and remodel projects. We have been able to catch-up on routine maintenance items as well.</p> <p>We work well as a team to set-up / clean-up after events.</p> <p>Address issues/problems in a timely manner with little to no interruption to staff/students/faculty.</p>	<ul style="list-style-type: none">Conducted tornado drills in Spring of 2019 on both North and South campusConducted fire drills in Fall of 2018 on both North and South campusesHave created a Core Safety Team with McCook and North Platte team membersReview incident reports on a monthly basisHave installed speed bumps on both north and south campusesWe meet on a monthly basisWorking to streamline flipbook/procedures through core teamPosted ice signage at NP/CCNotifying NP/CC students of weather and safety practices	<p>This is a new piece of our safety processes that was just started Fall of 2018. We combined a group of employees that encompasses facilities, student life, and on-campus experts to help direct more of our emergency management procedures.</p> <p>We have undertaken a reworking of our flip-books and will look to roll those out over the next 6 months.</p>



2019 Physical Resources Cabinet Report

What could you, your staff, your team do better?	Timely completion or updating of help desks.	<ul style="list-style-type: none">• There are always things that we can do better.• Get the word out better on safety practices and happenings	Ensure staff, faculty, and students are better prepared for emergency types of events.
<u>What do you, your staff, or team want to accomplish within the next year?</u>	<p>Ensure that APRT projects are completed timely and with a minimal amount of interruption to employees and students.</p> <p>Find ways to streamline processes.</p> <p>Continued training of staff on safe work practices and have the cleanest buildings in our service area.</p>	<ul style="list-style-type: none">• Core Safety Team will be working on updating the Emergency Flip Books• Core Safety Team will work on updating the emergency procedures for the college• Attend safety trainings and conferences when offered to be better informed and prepared• Find grants for safety	<p>We are planning on doing a college-wide lockdown drill during welcome back weeks in August and January.</p> <p>We will get SRP posters updated in all classrooms and ensure that all spaces have this signage.</p> <p>Work towards provided adequate CPR training to allow employees to work towards a goal of 100% trained.</p>

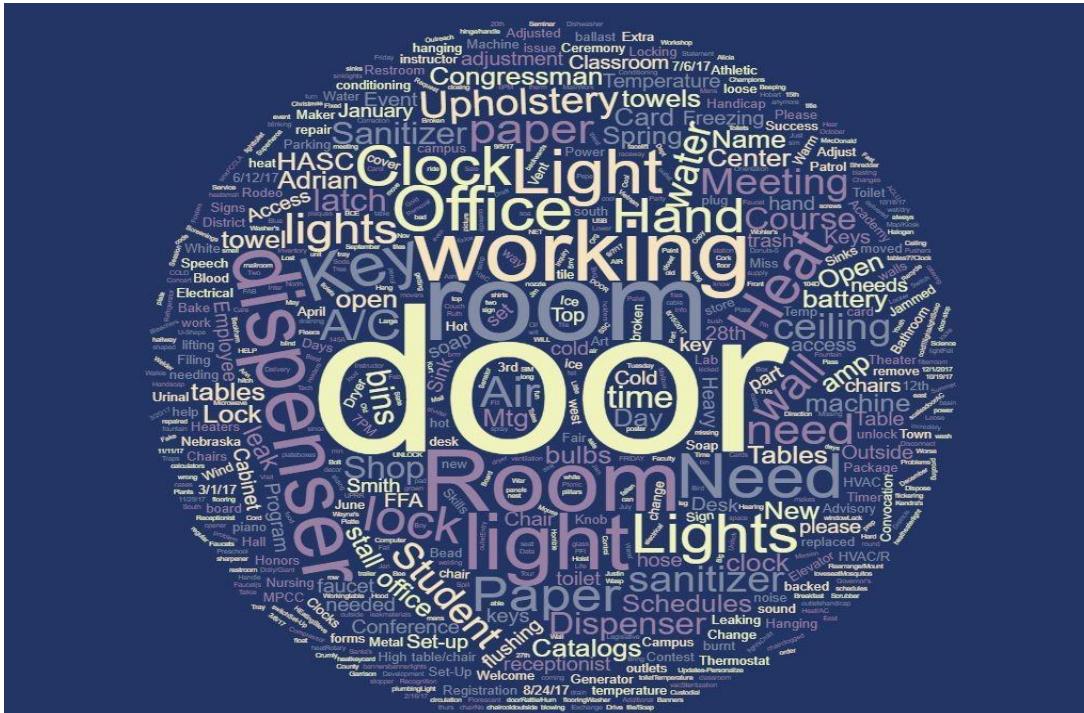


2019 Physical Resources Cabinet Report

What can cabinet do for you, your staff, or team to help move forward?	We have been struggling to fill the FT evening custodial position. We have been told several times that the starting pay rate is not high enough despite the benefits the college offers.	• We would like to have continued support of the cabinet to encourage staff and faculty to participate in the drills, trainings and information sessions so everyone is prepared.	



2019 Physical Resources Cabinet Report



Help Desk Data:	2017	2018	
Total number of helpdesk requests submitted	622	1271	2017 closure rate 85%
Total number of helpdesk requests closed	526	1169	2018 closure rate 92%
Total number of helpdesk requests new or pending	96	102	
Capital Improvement Projects Completed			2017-18 0.83
Actual Expense vs. Budgeted Expense			
2016-17	0.75		
2015-16	0.58		
2014-15	0.67		
2013-14	0.54		



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Business & Community Education
Team Leader Name: Gail Knott Report Date: Sept. 25, 2019

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	College Wide SLO's or AQIP Category	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Deliver electrical/motor control training utilizing ATS/deliver ATS to area schools		<ol style="list-style-type: none">1. Invite business to round table meetings on NPN to demo ATS and determine needs2. Promote Jake Elmhaeuser's hybrid Motor Control class to reach enrollment of 53. Have 6 ATS liaisons in place, trained for delivery and instruction of ATS's	<ol style="list-style-type: none">1. Meet and determined training need in Motor Control2. Exposure and potential enrollment in MPCC applied tech areas, electrical and HVAC3. Increased utilization of ATS's at 6 locations	YES/IN Process	<p>ATS promotion and exposure kept afloat.</p> <ol style="list-style-type: none">1. Utilized by three schools on their site2. Placed at VL & BB campuses and had area schools come on site for introduction to electrical & HVAC	<p>Continue and further develop with addition of Area Applied Tech Specialist/Suzanne Donally.</p> <p>Already ahead of where we were a year ago.</p>
Establish partnership with Kids Club for growth in youth programming		Expand Summer Fine Arts Series by partnering with Kids Club	1.Target enrollment of 100 in the summer Fine Arts program	YES	<p>Hughly successful. Held wrap up meeting with Kids Club staff, and offered surveys to all participants.</p> <ol style="list-style-type: none">1. Attendance of 174, 74 on campus, 100 at Jefferson2. 8 classes3. Cost 17,000, fully funded by grants, MPCC non-instructioial dollars, Kids Club	<p>Continue to grow program. Will partnere with Kids Club for summer of 2020 but will add classes for attendance by general public as well.</p>
MILO and ICar training delivered		<ol style="list-style-type: none">1.Use of MILO equipment by area law enforcement for reimbursable training2.ICar training delivered to Collision Repair area industry	<ol style="list-style-type: none">1.Generate new reimbursable FTE2. Strengthen partnership with law enforcement potential and auto body for other training opportunities.	YES	<ol style="list-style-type: none">1. Train the trainer and follow up traing completed2. Have strengthened MPCC/law enforcement	<p>Continue Currently creating promotional piece for MILO.</p> <p>I</p>



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Business & Community Education

Team Leader Name: Gail Knott Report Date: Sept. 25, 2019

					3. I-Car- 55 participants, 10 classes	
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2. What did the team accomplish in the last 6 months?

1. The past year has been one of new training development, we were successful in getting new programs off the ground. Those include I-CAR, MILO, Small Engine Maintenance, Electrical Troubleshooting, Automation Controls and Systems of Care Series (social service agencies)
2. 34.4% increase in reimbursable FTE
3. McCook successfully integrated new FT assistant into MC BCE department
4. Nebraska Dept. of Corrections grant approved in July, kicked off in Sept 2018
5. Oversight of three grants, DOC, GAP and USDA
6. Success Hormel Competition in MC
7. Expansion of Business Competition to Valentine Campus
8. Summer Youth Fine Arts program
9. Cy Wakeman event in partnership with Great Plains Health
10. ACEware conference attended by Sharon K
11. McCook Campus increased youth summer and year round kids offering
12. McCook hosted Admin assist day in partnership with Business department staff
13. Hosted Poverty Simulation in NP

GOALS FOR UPCOMING ____(YEAR)

1. What are the teams goals for the next _2019-20____ (year)?

Goals	College Wide SLO's or AQIP Category	Measures	Expected Results and Standards
Expand business competition to OG		<ol style="list-style-type: none">1. Duplicate current Hormel model for Ogallala2. Have a minimum of 4-6 applicants3. Work in partnership with Keith County Area Development	<ol style="list-style-type: none">1 A successful business competition concluding in spring 20.2. A minimum of 4-6 applicants3. Dev. of other opportunities to work with KCAD on in future.
Motor Cycle Safety program		<ol style="list-style-type: none">1. Quantify assessment and have cost analysis completed2. Secure funding in partnership with Institutional Advancement Dept.3. Potentially launch program- dependent on many other variables	<ol style="list-style-type: none">1. Purchase of bikes, SECC-used, new or combination



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Business & Community Education

Team Leader Name: Gail Knott Report Date: Sept. 25, 2019

Motor Cycle Safety program			<ul style="list-style-type: none">2. Secured funds from Dept. of Transportation or other funding sources.3. Success programs with solid enrollments
Expansion of current and new development of GAP programs		<ul style="list-style-type: none">1. Expand Plumbing GAP program beyond Ogallala2. Work with Building Construction on Project Management program, other area of focus is welding	<ul style="list-style-type: none">1. Have program occur in BB and MC2. New programs designed and approved by Coordinating Commission

4. What are the major challenges the team faces?

1. Maintaining processes procedures for GPH with Pat Richards departure in Feb. 2020 and Crystal Welch's departure this past June.
2. Getting new hires up to speed during the coming year.
3. Budget- will be over budget with new costs associated with ATS's program
4. Spending GAP allocations.
5. Continue to increase reimbursable and non-reimbursable offering.
6. Continued funding sources for Summer Youth Program
7. Servicing OG and IM campuses by one BCE Coordinator, Sharon K.

OPPORTUNITIES

1. What opportunities does the team envision?
 1. New staff brings new vision, looking forward to new members bringing fresh eyes and new ideas to BCE team.
 2. Maximizing internal resources for developing new trainings, applied tech faculty, new staff.
 3. A second joint venture between BCE and Comm. Campuses hosting a large event in BB.
 4. GPH changes.... what can BCE capitalize on to grow reimbursables.
 5. Continues to grow youth programming in NP and MC



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Business & Community Education
Team Leader Name: Gail Knott Report Date: Sept. 25, 2019

REQUESTS

1. What special requests need to be considered by the College Cabinet?

1. Continued attention to technology. Technology that consistently works is paramount to all that we do. We are aware of entities or groups who have opted not to use us based on technical issues. Minimizing that as much as possible is appreciated.
2. Consideration of new presentor stations in 203 and 213, smaller mobile.

New for 2018

How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success?

Answer: *The more time I spend growing my knowledge of BCE, the more I come to realize it's importance. We work meet stakeholders needs in a variety of ways. We are often the "entry way" to MPCC. A great number of individuals who take a course, training or attend an event sponsored by us have never been exposed to MPCC prior. Our ability to assist them in some capacity is the launching pad for further interaction with us as a college. Perhaps it leads to credit course work, employment or just personal satisfaction. Regardless we believe we have impacted that individuals life in a positive way.*

AQIP Categories

1. Helping Students Learn
2. Meeting Student and Other Key Stakeholder Needs
3. Valuing Employees
4. Planning and Leading
5. Knowledge Management and Resource Stewardship
6. Quality Overview



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Community Campuses- Outreach

Team Leader Name: Gail Knott

Report Date: Sept. 25, 2019

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	College Wide SLO's or AQIP Category	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Creation of "off time" course offerings late afternoon/early evening, taught by comm. campus adjunct.		Build course schedule with one or two classes beginning at 4:00 or 4:30, meeting M/W or T/R for 1.25 class time hours Attractive to working non-traditional students, perhaps a handful of hs students	1.A different alternative for our non-trad students 2.Potential for offering new courses to be offered 3. Increased enrollments	YES	Created "Commuter College- 1.Developed 5 classes to dl amongst Comm. Campuses 2.Requested 5 others from main campuses 3. Had 10 classes to offer as Commuter College with start times late after noon, was a mix of delivery styles 4.Of 10 class marketed this way 6 made	1.Definitely continue with promoting of Commuter College amongst Comm Campuses. 2. Seek out more main campus course offered during times to be Commuter College courses
Develop systematic physical resource visits to all community campuses.		An agreeable plan be in place and executed so community campus needs are managed in an appropriate period and to the same standards, that NP and MC physical resource is expected to meet.	1. Adhere to scheduled visits 2. Improved internal communication between CC's and physical resource directors.	YES & NO	1.NP Physical Resource maintains OG, BB, VAL on regular basis. 2. Communication between CA and Shawn every 6-8 weeks. 3. A follow up report is shared by PR on what was done and what will occur in the future with myself and CA 4. MC Physical Resource is not regularly scheduled, no requests of needs or report following	1. Continue as is with OG, BB, VAL working well for both sides. 2. Would like to see MC PR adopt NP model and have regular visits and prior communication on needs.
Increase Brainfuse use and promotion to students and community campus adjunct		Encourage students to download mobile device app for anywhere access, refer students YouTube	.Increased retention of community campus students	MOSTLY NO	1.BB offered info sessions for high school teachers to encourage use of brainfuse in their early eantly classes.	1. Continue to have Brainfuse promotional pieces at CC and encourage student use.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Community Campuses- Outreach

Team Leader Name: Gail Knott

Report Date: Sept. 25, 2019

		tutorial video link on their black board, educate dual credit students and counselors of the availability of Brainfuse, utilize promotional Brainfuse pieces	2.Increased Brainfuse usage hours at community campuses			
To offer 3 Advising/FA days per year at each community campus, fall, spring and summer (July)		Work with Enrollment Management team to establish dates for Advising/FA Day three times each year. Summer tends to have smaller number needing only one advisor and one FA staff	1.Generate potential new students 2. Opportunity for returning students to deal with course or FA issues prior to the start of the year. 3. Another opportunity to offer student services at the comm. campuses.	YES	1.All Campuses held summer(mid-July) Advising days. 2. Comm Campus wide a total of 41 students seen, for a total fo 205.5 credit hours registered. 3. July advising serviced NEW students as well as returning	1.Want to continue having an advising day in July

2. What did the team accomplish in the last 6 months?

1. Increase of 13% FTE over last year
2. Every Community Campus offered some type of summer youth program. VL and BB had successful inaugural programs, OG and IM continued to grow established youth programs enrolling between 250-300 youth each. **Collective CC enrollment of approx.. 700 youth.**
3. Incorporated another FT assistant at a Community Campus. BB FT assistant started in March, did cross training with OG FT assistant.
4. All held successful Advising FA days, fall, spring, summer
5. Collaboratively created "Commuter College"
6. Established necessary courses to meet requirements of Substitute Teaching certificate, a request that came from CIS's. Promoted to communities as well as area school districts.
7. Promotion and expansion of GAP
8. All Community Campus stayed within budget.
9. Site Specific : Imperial- ESL sponsored for employees by Imperial Beef, work on fall 2019 Chase County Hospital training
Ogallala- Hosted Job Fair in Ogallala 25 employers present/over 40 attending, Robotics for Youth programs continues to grow
Valentine-Huge FTE growth and hosted Business Plan Competition
Broken Bow-Laid the ground work for BBHS CNA class to start in fall 2019, offering GAP Plumbing class this fall



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Community Campuses- Outreach
Team Leader Name: Gail Knott
Report Date: Sept. 25, 2019

GOALS FOR UPCOMING _____(YEAR)

• What are the teams goals for the next 2019-20 _____ (year)?

Goals	College Wide SLO's or AQIP Category	Measures	Expected Results and Standards
As a department to utilize Jenabar feature of Notepad for documenting school and business visits		Comm. campuses and BCE to document community visits. Comm. campuses can also use to document high school visits. Visits = any pertinent type of communication in person, phone etc.	1.Assessment - a means to document number of visits as a measure of outreach. 2. Increased continuity of communication between BCE, CC, Institutional Research and Cabinet regarding our stakeholders
Addition of a 3 rd FT assistant. Suggest placement at Imperial Campus.		Continued growth in FTE and facility usage combined with the upcoming expansion, Imperial is in a position to maximize the benefits of a FT assistant.	1.Increased involvement of CA at an economic dev. level. Working more directly with local business to provide trainings and grow MPCC programming to meet local needs. 2. Oversight and expansion of comm. ed class and summer youth program 3.Increased facility coverage
Grow partnership with newly developed Dual Credit team		Academic year end hope to have an understanding of newly implemented dual credit (early entry) policy and procedures. Team work with DC/EE team regarding dual credit growth, valuing working together and building upon the good things happening.	1.Consistency and continuity of information, processes and promotional events & materials. 2.Strengthen relationships with MPCC area high schools 3.Continue to have Early Entry enrollments increase.

- **What are the major challenges the team faces?**
- OG/IM share BCE liaison Sharon K. It is difficult to give each campus adequate coverage.
- Keeping connected to main campus departments and maintaining effective communication
- Facility coverage will always be an issue but are skilled at working it out, uses of part-time assistants is very helpful.
- Advising assistance peak times. It is challenging/sometimes impossible to reach someone in advising during these times as they are serving students too, this diminishes CC's ability to provide good customer service to students. Could we be given a designated time to call in with questions or a Helpdesk option that could be tracked?



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Community Campuses- Outreach

Team Leader Name: Gail Knott

Report Date: Sept. 25, 2019

OPPORTUNITIES

1. What opportunities does the team envision?

- Working with new Career Services staff Amy Sabatka in conjunction with BCE
- Increasing dual credit enrollments in partnership of EE team
- Continued expansion of GAP Plumbing class
- Expansion of Business Competition to Ogallala
- Maximizing training opportunities in Electrical Basics, Plumbing, MILO, Small Engine Repair
- The placement of a full time faculty or staff position from a Community Campus

REQUESTS

1. What special requests need to be considered by the College Cabinet?

- Continued planning for full time assistants at all CC eventually
- Annual site visits by Dr. Tomonak

New for 2018

How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success?

Answer:

The Community Campuses work to deliver the MPCC mission in every action they take. They work to know the students they serve personally, not by an ID number. Their goal for each student is to be successful. Personal knowledge of the students end goal (a class, degree program, skills training, successful GED completion or ESL) allows the CA to work towards putting the pieces and people in place to optimize the students chance of success.

They also care deeply for the facilities the students utilize, establishing an environment conducive to learning. They try and imitate the "college experience" the best they can for all students, building relationships for with main campus departments and people to bridge the gap.

AQIP Categories

1. Helping Students Learn
2. Meeting Student and Other Key Stakeholder Needs
3. Valuing Employees
4. Planning and Leading
5. Knowledge Management and Resource Stewardship
6. Quality Overview

*For more information about the AQIP categories, click [here](#).

*Looking for survey data? Click [here](#) for the 2018 Student Experience Reports

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: ERP Integration Team

Team Leader Name: Mike Steele

Report Date: June 25, 2019

2018-19 Goals

2018-19 Goals				Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Goals	AQIP Category	Measures	Expected Results and Standards			
Planning meeting(s) once or twice a year (ERP, Data Governance, & Jenzabar Users) Need to understand the current need/demand of our users and students for our systems to plan future development	5	Meetings held	A) Four ERP meetings B) 12 Data Governance meetings C) One Jenzabar Users meeting Goal: Global look to be more productive/effective in daily activities. Promote teamwork institution-wide. Cross-functional cooperation and implementation.	Yes	ERP met more than four times and welcomed two new members. Data Governance met regularly. We were able to successfully hold two user group meetings that allowed us to put together some planning and a large user group work session.	Continue with this process into next year
Continuous Training/Consulting This training will bring MPCC Jenzabar users back up to speed with current data practices and features that have been implemented by Jenzabar in the EX software	5	Percentage completion of planned trainings. (Those that are not implementing projects.)	Expected Results: 75%	Yes & No	There was a lot of one-on-one training that happened during the year, but the group trainings planned ran into staff time constraints partly due to the large number of staff transitions during the year.	Continue with this process into next year
Work on projects listed and make big progress on our high priority goals.	5	Did we get our priority 1 goals accomplished?	Expected Results: 100%	No	We were able to complete 2 of our 5 projects (JICS upgrade & GL security). We had 2 projects that were completed as far as we were able given resources and time (Fixed Assets & Events Mngt). NSC was sidetracked by time constraints and Federal changes.	Continue with this process into next year
May include individual projects with measurable goals.	5	Unavailable Apr '18		Yes	During the year we had many groups of staff that were meeting and completed many specific departmental projects. (IRS definitions for 1098T, AD to RE consistently runs, and others)	Continue with this process into next year
Managing the Jenzabar internship and evaluate the value. Continue to develop ways to introduce student workers to work within the system.	5	Project goals met	A system for identifying all positions. Testing it within one department outside of the business office (someone that does not have GL security). Developed security hierarchy. Convert the organizational chart into six-digit numbers. Assign GL accounts to these numbers. Improved security. Better access to information needed for budgets. To provide it takes extra time from database administrator and technician.	Yes	This process was a big success. We were able to get GL security improved for access to detail budget items. This project moved fast enough that we were able to get the security processes in place for purchase requisition functions.	We have applied for and were awarded an internship for next year.

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: ERP Integration Team

Team Leader Name: Mike Steele

Report Date: June 25, 2019

2019 - 20 Goals

Goals	AQIP Category	Measures	Expected Results and Standards
Planning meeting(s) once or twice a year (ERP, Data Governance, & Jenzabar Users) Need to understand the current need/demand of our users and students for our systems to plan future development	5	Meetings held	A) Six ERP meetings B) 11 Data Governance meetings C) Two Jenzabar Users meeting Goal: Global look to be more productive/effective in daily activities. Promote teamwork institution-wide. Cross-functional cooperation and implementation.
Continuous Training/Consulting This training will bring MPCC Jenzabar users back up to speed with current data practices and features that have been implemented by Jenzabar in the EX software	5	Percentage completion of planned trainings. (Those that are not implementing projects.)	Expected Results: 75% Develop a training plan for staff by department/position. Set up appropriate expectations for time commitment during the year. Help staff develop an awareness of available tools that allows them to attempt to self-serve their training needs. Develop necessary group trainings based on staff needs.
High Priority Projects Work on projects listed and make big progress on our high priority goals.	5	Percentage completion of our Priority One goals.	Expected Results: 75% - Experience has taught us that we will run into stumbling blocks related to staff time, consultant or software availability. We will continue to pursue completion of our priority one goals.
Individual Project Completion & Tracking Celebrate the addition of these positions.	5	Formally track individual projects and record them as part of data governance meetings.	We would like each module manager to identify one project and report out on it each year.
Jenzabar Internship Managing the Jenzabar internship and evaluating the value. Continue to develop ways to introduce student workers to work within the system.	5	Project goals met	A system of identifying an efficient and preferred method of how we categorize and store our documents electronically. This will involve an analysis of our existing processes and a review of new processes to identify best practices.
Development of Systems Analyst Roles Celebrate the addition of these positions.	5	We expect that the rest of our goals would be further enhanced by the addition of these staff.	Come to clarity of the needs filled by these roles.
Opportunities, Challenges, and Special Requests: Time is always the biggest challenge.			
Requests for Cabinet: Continued support for staff time and budget resources.			

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: Assessment

Team Leader Name: Holly Andrews

Report Date: November 13, 2019

2018-19 Goals, Analysis, and Action

Assessment Leadership Team

Goals	Link to Strategic Objective	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
1. ALT: Continue to define the ALT's purpose and scope	8. Provide strategic, timely communication related to College processes	**Have one 1 1/2 -2 hour meeting a semester **Focus meeting on one-two issues **Continue meeting one on one with faculty as needed	**A focused and knowledgeable ALT who will act as a resource for me, faculty, and staff on assessment related issues.	No	<p>The team met once in August 2018. The January meeting was cancelled and was not rescheduled.</p> <p>The ALT has been a struggle. Scheduling meetings is a challenge, but the real struggle is getting faculty and staff interested in areas outside of their own direct responsibility. I've worked on developing relationships with faculty and staff and discussing relevant assessment information with them individually or as a department, but I have not been successful leading this group.</p>	Have one meeting in January 2020 and continue with the two meeting a year schedule.

Instructional/Academic Assessment						
Goals	Link to Strategic Objective	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Expected overall return/participation rate for faculty:			75%	Yes 80% Return Rate	Return rate goal was met.	
1. Program Assessment	8. Provide strategic, timely communication related to College processes	Continue working with Applied Tech faculty on quality and meaningful program assessment by developing program maps and identifying direct and indirect measurements.	By August 2019, have in place revised program assessment matrices and videos for Electrical and HVAC, revised program assessment matrices for Auto Tech and Diesel, and a program map for Building Construction.	Yes	<p>**Matrices are complete; getting results are a struggle.</p> <p>**Videos will be complete by January 2020</p> <p>**Shifted my approach from asking them to going in with suggestions about how things could fit as a discussion starter</p> <p>**Working with programs based on Program Review schedule works well.</p>	<p>**Carry over goal to 2019-20 with shift in expected results to collecting and review data</p> <p>**Continue to work with programs based on the Internal and CCPE Program Review Schedule.</p>
2. Course Assessment	8. Provide strategic, timely communication related to College processes	Collected qualitative and quantitative assessment data for 1-2 NTI Courses in the sciences that are not part of the current year's gen ed rotation (exception: College Algebra)	<p>**100% participation from selected faculty</p> <p>**Develop rubric to evaluate assessment matrix using a 1-5 scale (1=Poor; 5=Very Good). Expected average score: 3.5</p>	No	<p>**Information was collected from two chemistry courses in McCook and North Platte.</p> <p>**Rubric evaluation is a good idea, but wasn't able to come up with one that worked for evaluating assessment rubrics.</p> <p>**Course assessment is something that needs to be done, but I did not anticipate the challenge of managing the process with the gen ed assessment changes.</p>	<p>**Carry over goal to 2019-20</p> <p>**Investigate using Canvas to collect course assessment data</p>
3. Gen Ed Assessment	8. Provide strategic, timely communication related to College processes	Year 1 Rotation (English, math, and information literacy): Have collected data, publish report, review data, and document changes made. Year 2 Rotation: Identify information sources and begin data collection. Year 3 Rotation: Identify potential sources of information Overall: Updated assessment handbook.	Year 1 Rotation: August 2019: Review of data by faculty and published report. Year 2 Rotation: Have identified information sources in place and begin data collection. Year 3 Rotation: Have a list of potential direct and indirect sources. Overall goal: Updated Assessment Handbook to reflect changes to general education assessment.	Yes	<p>Year 1 Rotation: Data collected and reported on English, Math, and Information Literacy; review is in process; report complete by Dec 2019.</p> <p>Year 2 Rotation: Information sources identified. Some data collected FA 19; all rotation areas will collect data in SP 20.</p> <p>Year 3 Rotation: In progress; working with speech faculty.</p> <p>Assessment Handbook: has been updated for 2019-20</p>	<p>Year 1 Rotation: Adjust processes to make sure data collected is representative of student population</p> <p>Year 2 Rotation: Collect data and review</p> <p>Year 3 Rotation: FA19 and SP20: Identify information sources and do some initial data collection SP 20: Data collection</p>

Non-Instructional/Academic Support						
Goals	Link to Strategic Objective	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Expected overall return/participation rate for staff:			95%	Yes	At the end of August 2019, all non-instructional areas have presented a report to cabinet.	
1. Continued improvement in quality and use of Cabinet/Assessment Team Report	8. Provide strategic, timely communication related to College processes	**Select 2-3 departments whose reports need improvement and focus on improved goals, and more appropriate measurements. **Improve use of data included in Student Experience, Graduates at Work, and other published reports	*Develop rubric to evaluate assessment matrix using a 1-5 scale (1=Poor; 5=Very Good). Expected overall average score: 3.75. Expected score for 2-3 areas identified for improvement: 3.50.	Inconclusive	A rubric is a great idea, but the rubric I developed didn't work. What does work is sitting down with the IE team on a quarterly basis to review reports and come up with specific suggestions to help department heads/supervisors improve their reports.	Keep goal with different measurements of: *Quarterly review by IE team *Make sure connections are made with new strategic objectives
2. Using revised general education/degree program objectives as the foundation, build a co-curricular assessment process	10. Improve collaboration between Academic Affairs and Student Affairs	**Student affairs will identify 1-2 departments that will incorporate one of the revised college student learning objectives into their cabinet/assessment report **One student activity/club will assess an activity based on the revised college student learning objectives	Documented co-curricular assessment is new for MPCC. Expected results are unknown at this time, but the generated outcomes that will most likely be impacted by co-curricular assessment are critical thinking and cultural awareness.	Inconclusive	Co-curricular process and form has been built. The form/process has been piloted in North Platte, but not in McCook. Information collected has not been reviewed by student life staff. <u>Process Information</u> *North Platte: Used process for one event in FA18 and FA19 *McCook: Will use for one event in FA 20 *No student clubs	Carry over goal; focus on MCC event(s), NPCC student life events, and student clubs,
Open Pathway and Accreditation						
Goals	Link to Strategic Objective	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
1. Open Pathway Transition: In cooperation with what is currently known as the AQIP Core team, develop an understanding of what assessment related evidence is required for the Assurance Arguments	8. Provide strategic, timely communication related to College processes	**Submit Quality Improvement Proposal by May 2019 **Have a timeline in place for the 2022-23 visit **Develop an understanding of how the 2019-2022 strategic plan and accreditation tie together.	**Quality Improvement Proposal submitted **Implement timeline for 2022-23 visit **Rest is unknown at this point, but will have more information after the 2019 HLC Conference and Meeting	Yes (except for 2022-23 timeline)	**QIP was submitted and approved **Timeline will be created in January 2020 **Ties between strategic plan and accreditation are a work in progress. Non-Instructional departments are aligning departmental goals to the 10 strategic objectives and cultural tenants **Work needs to be done on what evidence is needed for assurance arguments; overall understanding of what evidence HLC requires has improved.	**Work with PIC Team and Early Entry office on QIP/NACEP **Include QIP as part of 2019-20 goal **Begin work on timeline and evidence list for 2022-23

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: Assessment
 Team Leader Name: Holly Andrews
 Report Date: November 13, 2019

2019-20 Goals

Assessment Leadership Team

Goals	Link to Strategic Objective	Measures	Expected Results & Standards
1. ALT: Continue to define the ALT's purpose and scope	8. Provide strategic, timely communication related to College processes	**Have one 1 1/2 -2 hour meeting a semester **Focus meeting on one-two issues **Continue meeting one on one with faculty as needed	**A focused and knowledgeable ALT who will act as a resource for me, faculty, and staff on assessment related issues.

Instructional/Academic

Goals	Link to Strategic Objective	Measures	Expected Results & Standards
Expected overall return/participation rate for faculty:			75%
1. Program Assessment: Continue working with Applied Tech faculty on quality and meaningful program assessment by developing program maps and identifying direct and indirect measurements.	8. Provide strategic, timely communication related to College processes	**Completed program matrix for Building Construction and Electrical **Program Map for Welding and Auto Body **Annual Assessment Matrices for HVAC and Auto Tech	**Publish and review completed program matrices for Building Construction and Electrical and assessment matrices for HVAC and Auto Tech **Complete Auto Body and Welding program maps
2. Course Assessment: Investigate using Canvas to collect course assessment data	8. Provide strategic, timely communication related to College processes	**By Fall 2020, have a structure in place to use Canvas to collect assessment data **End of Fall 2020: Have collected data from 1-2 faculty who teach the same course	**Actual data is important, but my focus will be more on creating a process that works as opposed to data
3. Gen Ed Assessment	8. Provide strategic, timely communication related to College processes	Year 1 Rotation (English, math, and information literacy): Have collected data, publish report, review data, and document changes made. Year 2 Rotation: Identify information sources and begin data collection. Year 3 Rotation: Identify potential sources of information	Year 1 Rotation: December 2019 Review of data by faculty and published report. Year 2 Rotation: FA 19: Identify data sources; SP20: Data collection SU20: Report. Year 3 Rotation: SP 20: Have a list of potential direct and indirect sources.

Non-Instructional/Academic Support

Goals	Link to Strategic Objective	Measures	Expected Results & Standards
Expected overall return/participation rate for staff:			100%
1. Continued improvement in quality and use of Cabinet/Assessment Team Report	8. Provide strategic, timely communication related to College processes	**All matrices will be reviewed by the IE team **Effective January 2020, all goals will be connected to a strategic objective	**The IE team will meet 4 times a year to review Cabinet/Assessment Reports
2. Using revised general education/degree program objectives as the foundation, collect co-curricular assessment data.	8. Provide strategic, timely communication related to College processes	**McCook: Use process for one event in SP 20 **North Platte: Use process for one event in FA 19 and one-two events in SP 20 **Identify one MCC and NPCC student group to work through the process	**Collect and publish co-curricular assessment data and incorporate the programming pillars created by student life

Accreditation and Open Pathway			
Goals	Link to Strategic Objective	Measures	Expected Results & Standards
1. Open Pathway Transition: In cooperation with the PIC Team, develop an understanding of what assessment related evidence is required for the Assurance Arguments	8. Provide strategic, timely communication related to College processes	**Have a timeline in place for the 2022-23 visit **Have evidence lists for the 5 Criteria for Accreditation	**Publish (college wide) a timeline to communicate general deadlines for the 2022-23 visit. **Working evidence lists for the 5 criteria for accreditation
2. Quality Initiative Proposal/NACEP Accreditation: Adhere to deadlines set by HLC related to the Quality Initiative and NACEP deadlines related to their accreditation process	8. Provide strategic, timely communication related to College processes	**Summer 2020: Attend accreditation institute **December 2020: Completed NACEP Self-Study and submit pre-application for NACEP accreditation	Overall: Complete NACEP self-study by December 2020
Opportunities, Challenges, and Special Requests:			
1. Year 3 Gen Ed Rotation (Public Speaking and Cultural Awareness) 2. Balancing NACEP accreditation along with working on assurance arguments for the 2022-23 comprehensive visit 3. Using Canvas to collect assessment data			
How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success"?			
By providing qualitative and quantitative data that assists staff, faculty, and administration make informed decisions that helps MPCC students achieve their individual goals.			



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Area Events Coordinator
Team Leader Name: Jennifer Morgan
Report Date: 12-18-2019

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	2019-2022 Strategic Objective	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Evaluate and assess current and historic MPCC events to determine necessity	9	<ul style="list-style-type: none">List of events by type and date in last 7 years. Non-BCE and Non-UPRRSatisfaction by survey for a minimum of 5 reoccurring events.	A strong list of events that are beneficial to MPCC and the surrounding communities.	Yes - continue to improve quality and current relationships with beneficial events	<ul style="list-style-type: none">-List of events in last 5 years-Events that happen annually and continue to return based on satisfaction and good attendance.-majority of annual events are not charged fees – schools/govt	<ul style="list-style-type: none">-Continue to focus on satisfaction of events, efficiency of planning, information sharing, better experience, rather than attendance and encourage new, beneficial events.
Increase awareness of MPCC facilities and resources to outside agencies.	3	<ul style="list-style-type: none">Count number of outside email or phone requestsWebsite hits to (future) facilities link	<ul style="list-style-type: none">5% increase of external requests5% increase of rental fee income	<ul style="list-style-type: none">Numbers decreased due to increased BCE involvement	<ul style="list-style-type: none">-Phone and email requests from outside agencies were tracked using an email/Astra Help and paper request form.-Rental fees were not assessed since not in separate account	<ul style="list-style-type: none">-Continue to track requests each year.-Future development of website information-Form account for rental fees in order to track.
Annual evaluation of event policies and procedures on MPCC properties, as well as rental fee costs.	8	<ul style="list-style-type: none">Develop or modify current policies that are affected by popular event requests.Survey local venue's rental fees to ensure MPCC not in competition.	A detailed policies and procedures manual, as well as an updated Rental Agreement that continually is updated.	<ul style="list-style-type: none">Yes	<ul style="list-style-type: none">-Policy manual updated to include Assistant Activities Coordinator-Fees were not updated in 2019	<ul style="list-style-type: none">-Review rental fees for local areas to determine if MPCC rental fees need increased.-Assess special event room fees.
Increase relationship between MPCC and local public schools.	4	<ul style="list-style-type: none">Count number of public school events held at MPCC by year.Count approximate attendance at each event.Track number of current students enrolled at MPCC that once visited as part of a school function.	Increase at least 2 more area public school events.	<ul style="list-style-type: none">Remained the same	<ul style="list-style-type: none">-Number of High School events remained the same as 2018-RPAC relationship building with MCC campus-Actual % number of attendees and future MCC students was not counted.	<ul style="list-style-type: none">-Continue to encourage high school events on MPCC campuses that benefit both the high school and MPCC.-Work with Recruiters to have more staff and faculty involved in high school events.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Area Events Coordinator
Team Leader Name: Jennifer Morgan
Report Date: 12-18-2019

2. What did the team accomplish in the last 6 months?

GOALS FOR 2020-2021

1. What are the teams goals for the next 2018-19

Goals	2019-2022 Strategic Objective	Measures	Expected Results and Standards
Evaluate and assess current and historic MPCC external events to determine necessity	9	<ul style="list-style-type: none">List of events by type and date in last 7 years. Non-BCE and Non-UPRRSatisfaction by survey for a minimum of 5 reoccurring events.	<ul style="list-style-type: none">List of events that return annually and are pleased with MPCC facilities, faculty and staff
Increase awareness of MPCC facilities and resources to outside agencies.	3	<ul style="list-style-type: none">Count number of outside email or phone requests.Track number of requests – no rental fees vs rental fees and total dollar amountInclude website page of facilities and rental information.	<ul style="list-style-type: none">5% increase of external requestsLarge percentage of non-fee assessed rentals but minimal outside rentals with fees assessed.
Annual evaluation of event policies and procedures on MPCC properties, as well as rental fee costs.	8	<ul style="list-style-type: none">Review rental fees for local areas to determine if MPCC rental fees need increased.Assess internal spaces fees – increase special event spaces only if neededChart length of events in hours and cost associated – salary, utilities, rent, etc.	<ul style="list-style-type: none">Increase number of rental of VIP rooms for home games.Increase of MPCC rental fees.
Continue to build and sustain relationships between MPCC and local public schools.	4	<ul style="list-style-type: none">Count number of public school events held at MPCC by year.List of returning events annually.Satisfaction survey with at least 5 event organizers.Compare concession profits of high school athletic events vs. MPCC home games.	<ul style="list-style-type: none">Increase of high school events of at least one on each campusPositive response on survey.50% higher concession profits for high school events

2. What are the “typical” challenges the team faces?

- a. Accurately measuring the impact of events at MPCC, both internally and externally.
- b. Determining what events are beneficial to MPCC overall and which type of events to focus on.
- c. Developing and establishing updated and consistent event policies and procedures.
- d. Ensuring effective communication campus wide and online of numerous events hosted each year based on the following factors:
 1. Multiple campus locations
 2. Multiple calendars ongoing in various departments
 3. Specific room utilization approvals by particular individuals.
 4. One Event Coordinator position transitioning with new assistant position.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Area Events Coordinator
Team Leader Name: Jennifer Morgan
Report Date: 12-18-2019

OPPORTUNITIES

1. What opportunities does the team envision?

- a. Yearly reports of number of events, recurring events, and requests.
- b. Yearly reports of events related to area public schools and determining benefits to MPCC.
- c. Implementation of website marketing for facilities online.
- d. Market quality external special events in MPCC VIP rooms for home games.
- e. Consistent and informative scheduling software that assists MPCC faculty and staff.
- f. Consistent and updated calendars, both internally and externally.

REQUESTS

1. What special requests need to be considered by the College Cabinet?

- a. Continue support of high school events advantages and disadvantages for MPCC.
- b. Continued support of events evaluation and promotion by the department.

"How does my team contribute to MPCC's mission of "transforming lives through individual opportunities for individual student success?"

With each event held at MPCC, either internal or external, it is our team's mission to ensure to the best of our ability, that it is a quality event that leaves the individual pleased and impressed with MPCC and what it has to offer. It is our hope, that positive results, at any level, will encourage individuals to return to MPCC campus for future endeavors, as well as relay the to the public that MPCC is a great place to be, whether to attend classes, be employed or just utilize for their event.



Mid-Plains Community College Team Report

Team Name: Human Resources
Team Leader Name: Rebecca Wrage
Report Date: 10/09/19-Updated 10/07/19

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	College Wide Strategic Objective Categories	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
1) FLSA Requirements continued monitoring	Strategic Objective # 8	Compliance with FLSA updates	100 % compliance with any mandates that move forward.	Yes	The updated ruling was just recently released. We will have 1 employee that will be impacted.	We will need to determine the course of action to take related to the employee who will be impacted. The ruling goes into effect Jan 2020.
2 Expand Title IX Investigator Training & Employee Training	Strategic Objective # 9	Course planned and attended by staff	Compliance with training requirement to have all level 1 investigators complete level 2 training. I have also submitted for a grant to complete ATIXA Title IX Coordinator training, which I have never attended and believe would be very helpful.	Inconclusive.	We had hoped to have a group of new Level 1 Investigators be sent for training, but there were not any close training locations and difficulty in determining who should attend, based on job changes and resignations. Our goal is to reach 14 trained Level 1 Investigators and 7 Level 2 trained investigators.	We do have an opportunity to send a group to Scottsbluff for Level 2 Training. We will need to determine if this will work for that group, related to the timing and employees needing Level 2. We currently have 13 Level 1 Investigators, 6 Level 2 Investigators. We have 6 needing Level 3 training and 7 needing Level 2 and then 3 training.
3) Create Job Training Checklists for all FT positions, then part-time	Strategic Objective # 9	# of position checklists completed	Improved training process.	No	This was not able to be a priority this year and we currently have no job training checklists completed.	We would hope to have hiring slow, benefits/leave settle in, to allow for focus towards this.
4) Expand the use of Adobe Sign to help HR with required paperwork, beyond contracts	Strategic Objective # 8	Process put into place	Improved efficiency and minimized paper flow.	Yes	While we switched to DocuSign, rather than Adobe Sign, HR was able to utilize DocuSign	We will continue to find ways to utilize the DocuSign program to improve efficiencies in



Mid-Plains Community College Team Report

Team Name: Human Resources
Team Leader Name: Rebecca Wrage
Report Date: 10/09/19-Updated 10/07/19

2. What did the team accomplish in the last 6 months?

- * Completed general questionnaires, sent out to all part-time employees the drug policy/conflict of interest forms and requested the portal form for all full-time employees. We were able to yet again decrease the number sent out.
 - * Completed tuition reimbursement and horizontal movements.
 - * Have maintained the notification process for new hires, terminations, name changes, transfers, status changes, and other hires,
 - * Continued YOS FT and PT years of service recognition.
 - * Trained Kim and supported BCBS, LFG, and VSP open enrollment periods and leave process.
 - * Expanded wellness initiatives with added opportunities for wellness participation.
 - * Completing the Volunteer Staff Agreements for all Asst. Coach Staff,
 - * Completed Salary/Contract/wage letter Process, as well as generating all group sponsor contracts, many were completed with DocuSign.
 - * Determined our permanent part-time members and trained Kim to communicate their membership and benefit status.
 - * Completed the IPEDS survey
 - * Completed the BCBS Early Retirement notification and Sub group applications, as well as updating to three sub groups.
 - * Since January, we have hired 147 employees, processed 98 terms (Down from 173 terms last year-haven't had the time to review/clean out files), we have re-activated 10 former employees, handled 42 transfer/title changes, 5 name changes, and 12 status changes.
 - * Staying abreast of what is happening on the state and national level, which may affect our institution.
 - * Added training materials to the HR training library after the Cy Wakeman presentation.
 - * Completed negotiations with MPEA and MPVEA & are working with both MPEA and MPVEA towards merger discussions.
 - * Held 2 new hire orientation courses, thus far this year.
 - * Working on additional Title IX Investigator Training.
 - * Currently working on Salary Survey for Admin/Classified wages.
 - * Have continued to manage completion success for Safe Colleges CBL's for all applicable employees. Also expanded an initial listing of potential modules for each dept. to have their employees complete and all employees, have completed this.
 - * Created a checklist to improve our grievance process. Also, reached out to peer NE Community colleges for their grievance processes.
 - * Currently unable to fill the college work study. We interviewed one student, who later decided not to work.



Mid-Plains Community College Team Report

Team Name: Human Resources

Team Leader Name: Rebecca Wrage

Report Date: 10/09/19-Updated 10/07/19

- * Implemented Hello Team to all employees.
- * Posted and implemented searches for 97 posted positions since July 1, 2018.
- * HR is working to improve community relationships with RDAP, by hosting advocate on North Campus and increasing availability for employees and students. Jamie is sitting on the CHIP Mental Health & Suicide Awareness/Prevention Sub-Committee, which is a WCDHD initiative, along with the NP Area Recreation & Wellness Alliance. She is also now the Secretary for GPHRMA. Rebecca is a member of the Lincoln County Emergency Planning Committee, is a resource for the Suicide Prevention Guide, and serves as the legislative representative on the board of the GPHRMA, which is the regional SHRM organization. Both Jamie and Rebecca serve on the CII team and the NP Safety Team, along with the Training and Wow teams.
- * HR assisted with many difficult HR>Title IX situations that often exceeded our staff resources. We also participated in the Dept. of Education student complaint resolution.
- * Added two supervisor training courses for employees 2 in NP and 2 in McCook titled, "Workman's Comp-When does it become WorkComp?" and "5 Most Dangerous Legal Mistakes Managers Make" Jamie added 3 "Mindful Stress Management" courses from WOW.
- * Training courses attended thus far for 2019 = 299.
- * Created, proofed, and ordered 65 sets of business cards this year, since January.
- * Compiled, ordered, and distributed 32 employee shirts this fiscal year.

1. What are the teams goals for the next **year 2019-2020**

Goals	College Wide Strategic Objective Categories	Measures	Expected Results and Standards
1) FLSA Requirements continued monitoring	Strategic Objective # 8	Compliance with FLSA updates	100 % compliance with mandates.
2 Expand Title IX Investigator Training & Employee Training	Strategic Objective # 9	Course planned and attended by staff	Compliance with training requirement to have all level 1 investigators complete level 2 training. In addition, to sending additional employees to Level 1 Investigator training.
3) Create Job Training Checklists for all FT positions, then part-time	Strategic Objective # 9	# of position checklists completed	Improved training process.
4) Expand the use of DocuSign to help HR with required paperwork, beyond contracts	Strategic Objective # 8	Process put into place	Improved efficiency and minimized paper flow.



Mid-Plains Community College Team Report

Team Name: Human Resources

Team Leader Name: Rebecca Wrage

Report Date: 10/09/19-Updated 10/07/19

2. What are the major challenges the team faces?

- * Time constraints, with current hiring processes, Title IX requirements, and limited HR staff.
- * Training for expanded Title IX investigators, with additional training opportunities being planned.

3. What challenges lie ahead for the team?

- * Time Constraints on current HR members.
- * Inability to keep up with currently workflow, unknown if able to re-hire even PT position, limited ability in terms of customer service.

OPPORTUNITIES

1. What opportunities does the team envision?

- * Opportunity to enhance the training and communication offerings from the HR office.
- * Opportunity to do a better job of setting new employees up for success, by providing a concise plan of action with training and sending out a supervisor checklist with each new hire, along with providing an orientation resource, such as Hello Team and others, until the actual orientation can be attended.

REQUESTS

1. What special requests need to be considered by the College Cabinet?

- * Request of continued consideration PT position for the HR office, while we run much leaner than any other NE community college. Even when the PT position was filled, we were still unable to move forward on completing job training checklists. We have trained Kim on benefits/leave, yet are continuing to field questions and contacts, to get employees to contact Kim. As well, we have continued to support her in the training process, which hasn't yet yielded any significant time savings for the dept. Any time savings, have thus far been taken up with the hiring process. We have never had a time where things slowed to the point that we could devote time to focus on these specific improvements. As well, with Kim's additional B.O. responsibilities, it hasn't really worked to have her sit in the office, when Jamie or myself are attending other meetings, in McCook, Etc... We are continuing to stagger lunches and we utilize the dry erase board on the door, to indicate where we are, including Kim on the board as being located in the B.O., yet I am concerned about what that does for HR's customer service and being 1st choice.



Mid-Plains Community College Team Report

Team Name: Human Resources

Team Leader Name: Rebecca Wrage

Report Date: 10/09/19-Updated 10/07/19

"How does my job/department/team contribute to MPCC's mission of "transforming lives through individual opportunities for individual student success?" HR contributes to this mission in a number of ways. In the hiring process, we support new hires by helping to ensure that those we hire, who will be having contact with our students, are able to pass the criminal background check and are not listed on any sex offender registries. We assist with their training, by supporting their supervisor training requirements, by holding orientations, and by expanding training offerings, through Safe Colleges and the HR Training Calendar. HR also generates, processes, and completes new hire packets for around 140 students each year, who will work for the college in various capacities. Engaging in this new hire process with these student workers, also helps to prepare them for additional future job application possibilities. HR supports employees with conflict resolution, situational advice, training opportunities, among others. Supporting our employees, helps our employees who work directly with students, to feel heard. This increases morale and engagement.

College Wide Strategic Objectives

1. Enhance recruitment methods
2. Expand our programming, including re-packaging course offerings.
3. Improve marketing and messaging
4. Strengthen partnerships with high schools
5. Engage businesses in partnerships
6. Develop a career placement system to serve students and employers
7. Deliver on the training and educational needs of businesses
8. Provide strategic, timely communication related to College processes
9. Embrace the cultural tenets
10. Improve collaboration between Academic Affairs and Student Affairs



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

REVIEW OF PRIOR TEAM REPORT

Summarize the team's goals from the last report.

Big Picture						
Goals	College Wide SLO's or AQIP Category	Measures (Strategies to accomplish goals.)	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Implement successful 2018-19 employee giving campaign		<p>40% employee giving by 2018-year end</p> <p>Involve MPCC employees in employee giving campaign committees</p> <p>Increase knowledge amongst college employees about employee giving opportunities and the impact their gifts have on the college and students</p>	<p>Increase employee giving from 36% to 40% by year end</p> <p>Establish employee giving campaign committees at both NPCC and MCC to help generate ideas and feedback on ways to increase employee giving at each campus.</p> <p>Meet one-on-one with college employees to discuss employee giving opportunities and impact of their gifts</p>	<p>No</p> <p>Yes</p> <p>Yes</p>	<p>Employee giving was increased from 36% to 39.3 for full-time employee givers. While the overall percentage did not increase dramatically, we did see:</p> <ul style="list-style-type: none">• New Givers – 22• Givers that increased their existing gift – 11• Givers that maintained their existing gifts - 34 <p>Met with 64 full and part-time employees from the North Platte and McCook campuses and the four community campuses to discuss giving opportunities and answer any questions they had about employee giving.</p>	<p>The 2019 employee giving campaign will focus on increasing the percentage of entire departments and divisions participating in employee giving.</p> <p>Continue utilizing employee giving campaign committees at both NPCC and MCC to help generate ideas and feedback on ways to increase employee giving at each campus.</p> <p>Continue to meet one-on-one with individuals to discuss employee giving and answer any questions about giving opportunities.</p>
Implement strategic outreach efforts to MPCC alumni and donors		Utilize updated address list in Jenzabar to pull different donor and alumni groups	A minimum of two direct mailings will be sent to NPCC and MCC alumni groups and/or donor groups	Yes	<p>Direct mailings to NPCC alumni groups included:</p> <ul style="list-style-type: none">• North Platte Trophy Case• North Platte Giving Day• MPCC Alumni Newsletter	Continue to use specific alumni and donor group information for direct mailings.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement

Team Leader Name: Bonnie Kruse

Report Date: 6-11-2019

		<p>Work with NPCC and MCC faculty and staff to identify opportunities for alumni and donor involvement</p>	<p>Meet with NPCC and MCC faculty and staff to identify opportunities for alumni and donor involvement.</p>	<p>Yes</p>	<p>Direct mailings to MCC alumni groups included:</p> <ul style="list-style-type: none">• MCC 2019 Golf Tournament• MPCC Alumni Newsletter <p>As part of the AQIP Alumni and Community Engagement Action Project, Tessa Burford was hired to update NPCC and MCC alumni and friends lists into Jenzabar. After working on the project for almost a year, here are the following results:</p> <p>Total completed after almost yearlong project (all had possible Jenzabar ID's):</p> <ul style="list-style-type: none">• 6,881 processed• 5,236 confirmed• 2,720 updated <p>Additional funds were requested and granted from the AQIP Core Team for Tessa to be able to finish the processing, confirming, and updating of address lists and work in Jenzabar.</p> <p>Met with 3 MCC faculty regarding ways to engage MCC alumni in college projects and summer programming efforts. Met with NPCC athletic staff, student life, and faculty about ways to involve NPCC alumni during campus events.</p>	<p>The AQIP Alumni and Community Engagement Action Project is anticipated to close out in Fall 2019.</p> <p>Conversations with MCC faculty consisted of ways to engage alumni and donors to increase funding for summer programming involving partnerships with Business and Community Education and other</p>



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement

Team Leader Name: Bonnie Kruse

Report Date: 6-11-2019

Raise funds for the Imperial Campus Expansion project		<p>Work with individuals and community organizations in Imperial to identify and secure funds for the Imperial Campus Expansion project</p> <p>Outreach to private foundations to identify funding resources and opportunities</p>	<p>80% of funds for the Imperial Campus will be raised by May 2019</p> <p>Remaining 20% of funds will be raised by December 2019</p>	<p>Yes</p> <p>Yes/No</p>	<p>Met with businesses and organizations in Chase County area to secure funds for Imperial Project.</p> <p>Will continue to work with Chase County businesses and organizations and private foundations to secure the remaining 20% of funds by December 2019</p>	<p>community organizations. Grants and other funding opportunities were identified to fulfill these potential funding needs.</p> <p>.</p> <p>Currently working with two private foundations, federal granting agencies, and local businesses/organizations to secure the remaining 20% of funding needed for the project.</p>
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Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement

Team Leader Name: Bonnie Kruse

Report Date: 6-11-2019

Facilitate capital campaign for designated MPCC building projects		<p>Utilize facilities and academic master plan results to guide capital campaign prioritization</p> <p>Outreach to local community partners to determine capacity to participate MPCC campaign projects</p> <p>Outreach to private foundations to identify funding resources and opportunities</p>	Implement capital campaigns for designated building projects that are yet to be determined	Yes	<p>Fundraising for the Imperial Campus Expansion began in March 2018 and 80% of the funds have been secured.</p> <p>Secured support from Great Plains Health for HASC Expansion.</p>	<p>Fundraising goals and timeline for the HASC expansion will be completed during Summer 2019. Fundraising will begin Fall 2019. Other fundraising priorities have been determined utilizing the facilities and academic master plans.</p>
Work with local businesses and industries to contribute annually or establish a scholarship program/and or internship opportunity for students involved in NPCC applied technology programs.		<p>Work with NPCC and MCC faculty, administration, enrollment management, and technical program advisory councils to determine which applied technical programs would be the best fit for business and industry scholarship/internship program</p> <p>Outreach to local business and industry partners to determine capacity and interest in establishing scholarships for students participating in applied technical program career academies</p> <p>Outreach to local business and industry to determine capacity and interest in establishing scholarships and internships for new and existing students enrolled in NPCC and MCC applied technical programs</p>	<p>Determine which applied technical programs would be the best for business and industry scholarship/internship program by December 2018.</p> <p>Identify two local businesses and industries interested in providing scholarships to students participating in the NPCC technical program career academies by May 2019.</p> <p>Identify two local businesses and industries interested in providing scholarships and/or internships to students participating in the NPCC and MCC applied technical programs by May 2019.</p>	No Yes/No Yes/No	<p>Worked with Pat and Kathleen Keenan and the Mid-Nebraska Community Foundation to establish the John and Mary Hunter Memorial Scholarship to benefit early entry students from North Platte wanting to participate in applied technical program career academies and existing NPCC students enrolled in applied technical programs.</p>	<p>Will work with the new Career Services and Placement Coordinator, Early Entry/Program Development staff, applied technical faculty, and technical program advisory councils to develop an outreach plan to area businesses and industries to help garner support and secure resources for students participating in applied technical career academies and students enrolled in NPCC and MCC applied technical programs.</p>



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

Enter donor and campaign information into Jenzabar		Participate in Jenzabar Development Consulting on June 12 th – 15 th , 2018 to ensure donor information is entered into Jenzabar appropriately	Donor information from the NPCC HASC, MCC Events Center, and Imperial Campus Expansion will be entered into the Development Module by December 2018.	Yes/No	Participated in Jenzabar Development Consulting. Donor information from the HASC and Imperial Campus Expansion has been entered into the Development Module. Currently working to finish entering donor information from the MCC Events Center.	Continue to enter donor and campaign information into Jenzabar as needed and finish entering information from the MCC Events Center.
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McCook Community College Foundation

Goals	College Wide SLO's or AQIP Category	Measures (Strategies to accomplish goals.)	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
MC Foundation will increase funding for MCC faculty, administration, and staff projects		Work with MC Foundation to identify funds available to MCC faculty, administration, and students Work with MC Foundation to increase promotion of the Foundation's grant program and funding opportunities Outreach to MCC faculty, administration, and staff to promote the MC Foundation grant program and assist in the grant application process	MC Foundation will increase grant awards from three to five to MCC faculty, administration and staff MCC faculty, administration, and staff will increase applications by 25% submitted to the MC Foundation to help fund grant projects	No No	Met with MC Foundation executive committee about where the funds from employee giving are invested and how the Foundation could better promote grant opportunities and there availability to MCC faculty, staff, and administration Met with faculty, staff, and administration about utilizing the MC Foundation grant fund. There were no grant projects identified by faculty or staff to submit to the MC Foundation.	Continue to advocate utilization of the MC Foundation grant program and promote grant opportunities to MCC faculty, staff, and administration. Invite MCC faculty and staff to MC Foundation meetings to talk about upcoming projects and programs that may utilize or need grant funds in the future.

North Platte Community College Foundation

Goals	College Wide SLO's or AQIP Category	Measures (Strategies to accomplish goals)	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Every North Platte Community College Foundation Board member to actively participate in the		100% annual Foundation Board member giving.	100% of Foundation Board members will give annually. Annually is defined by college's fiscal year.	No	11 out of 12 Foundation Board members gave to Foundation during this fiscal year. North Platte Giving Day was a large a	Continue to encourage Foundation Board members to give annually to the NPCC Foundation.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

fundraising activities of the Foundation		Continue conversations with Board members to stress the importance of annual giving to the Foundation Work NPCC administration to determine if large, one-time gifts count for multi-year giving		Yes Yes	factor in Board members giving this year. Met with NPCC administration and determined that large, one-time gifts will count as a board members annual gift throughout their duration on the Foundation Board.
Award mini-grants to NPCC faculty, staff, and administration		Promote the NPCC Foundation Mini-Grant program and application process to NPCC employees Upload grant application to the NPCC Foundation website Work with Public Information and Marketing to raise internal and external awareness of the NPCC Foundation Mini-Grant Program	NPCC Foundation will award a minimum of two mini-grants during the 2018-2019 fiscal year.	No	The NPCC Foundation awarded one mini-grant during the 2018-2019 fiscal year. Had conversations with several NPCC staff members about utilizing the mini-grant program to help fund different projects and programs. It was determined after meeting with their supervisors that funds were either available or could be available for these projects making them ineligible for mini-grant funding. The Foundation Board will have to determine if the mini-grant program is an effective use of Best Use funds.
Increase gifts to the NPCC Foundation during North Platte Giving Day		Direct mailings to previous donors Phone calls to existing donors and other individuals who have supported the NPCC Foundation Outreach to individuals to secure matching contributions Work with NPCC Events Committee to determine other North Platte Giving Day promotional opportunities	North Platte Giving Day total will increase by a percentage yet to be determined by the Foundation	No	The Foundation's goal is to see an annual increase in Giving Day donations. 2018 Giving Day Total – \$6,060 2019 Giving Day Total – \$5,560 Will work with the Foundation Board events committee to determine ways to increase donor activity for next year's Giving Day.
Establish President's Circle		Determine annual giving level to become member of President's Circle	President's Circle giving levels will be in place by the end of 2017. President's Circle will be established and kicked off by Spring 2019.	No	President's Circle giving levels have yet to be determined. Will continue to work with President Purdy to determine giving levels for President's Circle.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement

Team Leader Name: Bonnie Kruse

Report Date: 6-11-2019

Establish on-line giving option for the NPCC Foundation		Work the Business Office to determine the best method of on-line giving Upload link to on-line giving on the NPCC Foundation website	Opportunity to give on-line to the NPCC Foundation will be available at the end of 2019 fiscal year.	Yes	On-line giving was utilized for Employee Giving, NPCC Trophy Case Appeal, Alumni Giving, and for donations to the Tom and Lynda Gorman Scholarship Fund.	The on-line giving option was very well received by MPCC employees and other individuals who gave to different fundraising efforts. On-line giving will continue to be offered as an option in the future.
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In addition to the outlines above, what did the team accomplish in the last 6 months?

- Completed MPCC Alumni Newsletter.
- Facilitated two NPCC Foundation events (Scholarship Reception and North Platte Giving Day).
- Working with Jo Ann to reorganize and digitize all donor, campaign, alumni, and other advancement files.
- Finished inputting donor information from the Imperial Campus Expansion and HASC into Jenzabar.
- Currently leading AQIP Alumni and Community Engagement Action Project. Project should be closed out by Fall 2019.
- Sent direct emails and mailings to all NPCC and MCC alumni groups for different campaigns including North Platte Giving Day, NPCC Trophy Case Appeal, and MCC Alumni and Community Golf Tournament.
- Implemented fundraising campaign for Imperial Expansion Project.
- Attended 2018 Rural Community College Alliance Conference.
- Established four new scholarship funds: John and Mary Hunter Memorial Scholarship, Tom and Lynda Gorman Scholarship Fund, the NPCC Foundation Dual Credit Scholarship, and Maple Park Dental Scholarship Fund.

GOALS FOR UPCOMING YEAR

What are the team's goals for the next year in addition to the continued work indicated above:

Big Picture		Measures (Strategies to accomplish goals)	Expected Results and Standards
Goals	College Wide SLO's or AQIP Category		
Implement successful 2018-19 employee giving campaign		45% employee giving by 2019-year end	Increase full-time employee giving from 39.3% to 45% by year end. The 2019 employee giving campaign will focus on increasing the percentage of entire departments and divisions participating in employee giving.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

Finish raising funds for the Imperial Campus Expansion project		<p>Work with individuals and community organizations in Imperial to secure remaining funds for the Imperial Campus Expansion project</p> <p>Secure support from private foundations and federal granting agencies</p>	Remaining 20% of funds will be raised by December 2019.
Begin fundraising campaign for HASC Expansion		<p>Meet with MPCC administration in July - August 2019 to determine fundraising goals and timeline</p> <p>Work with Foundation board members to determine their role in the HASC fundraising campaign</p> <p>Outreach to private foundations to identify funding resources and opportunities</p> <p>Work with individuals and community organizations within the MPCC service area (and potentially beyond as needed) to identify and secure funds for the HASC Expansion project</p>	Fundraising goals and timeline will be determined once meetings happen with MPCC administration to determine fundraising goals and timelines.
Work with local businesses and industries to contribute annually or establish a scholarship program/and or internship opportunity for students involved in NPCC applied technology programs.		<p>Work with NPCC and MCC faculty, administration, enrollment management, and technical program advisory councils to determine which applied technical programs would be the best fit for business and industry scholarship/internship program</p> <p>Outreach to local business and industry partners to determine capacity and interest in establishing scholarships for students participating in applied technical program career academies</p> <p>Outreach to local business and industry to determine capacity and interest in establishing scholarships and internships for new and existing students enrolled in NPCC and MCC applied technical programs</p>	<p>Work with applied technical faculty and applied technical program advisory councils to determine which applied technical programs would be the best for business and industry scholarship/internship program.</p> <p>Work with the new Career Services and Placement Coordinator, Early Entry/Program Development staff, applied technical faculty, and technical program advisory councils to develop an outreach plan to area businesses and industries to help garner support and secure resources for students participating in applied technical career academies and students enrolled in NPCC and MCC applied technical programs.</p>
Increase alumni and donor engagement throughout the		<p>Involve MPCC alumni and donors in campus activities and other special events.</p> <p>Work with NPCC and MCC faculty and staff to identify opportunities for alumni and donor involvement</p>	Work with Public Information and Marketing to engage local businesses and organizations in NPCC and MC activities during Welcome Back Week and athletic events.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

College's 18-county service area.			Work with events staff and Foundation Boards to create and facilitate opportunities for donors and alumni to come to campus during athletic games and other special events. Work with Outreach and Community Campus Administrators to engage alumni and donors in their communities.
McCook Community College Foundation			
Goals	College Wide SLO's or AQIP Category	Measures (Strategies to accomplish goals)	Expected Results and Standards
MC Foundation will increase funding for MCC faculty, administration, and staff projects		Work with MC Foundation to increase promotion of the Foundation's grant program and funding opportunities Work with MC Foundation to identify funds available to MCC faculty, administration, and students Outreach to MCC faculty, administration, and staff to promote the MC Foundation grant program and assist in the grant application process	MCC faculty, administration, and staff will increase grant applications submitted to the MC Foundation to help fund eligible projects and programs.
MC Foundation will increase their engagement with students who receive scholarships from the MC Foundation		Work with MC Foundation to increase the promotion of the Foundation's scholarship recipients and their scholarship awards	MC Foundation executive committee will be invited to attend the NPCC Scholarship Reception to determine whether a similar event could take place in McCook.
North Platte Community College Foundation			
Goals	College Wide SLO's or AQIP Category	Measures (Strategies to accomplish goals)	Expected Results and Standards
Every North Platte Community College Foundation Board member to actively participate in the		Work with Foundation board members to determine their roles in raising funds for the HASC expansion Work with the Foundation Finance Committee to determine ways to raise money for the Foundation's Best Use Fund	Foundation board members will understand their role in raising funds for the HASC expansion.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Advancement
Team Leader Name: Bonnie Kruse
Report Date: 6-11-2019

fundraising activities of the Foundation			Finance committee will begin preliminary conversations at the annual meeting in August about ways to raise money for the Foundation's Best Use Fund.
Increase Foundation Board involvement with NPCC students, faculty, and staff		Work with Foundation Events Committee to determine what NPCC activities the board could either be involved in and what that involvement would look like Work with NPCC faculty, staff, and administration to determine when and how the Foundation could be involved in activities happening on campus	Foundation board members will be invited to attend/be involved at least three NPCC activities during the 2019-2020 year.
Establish President's Circle		Determine annual giving level to become member of President's Circle	President's Circle giving levels will be in place by the end of 2019. President's Circle will be established and kicked off by Spring 2020.

OPPORTUNITIES

What opportunities does the team envision?

- Raise the remaining funds for Imperial Campus Expansion
- Begin fundraising campaign for HASC
- Facilitate initial meetings for Wrightstone Gallery Expansion
- Create a planned giving strategy to increase the number of private individuals who include the Foundation in their estate plans, retirement plans, and/or life insurance designations.
- Continue to implement a multi-year, strategic, sustainable strategy for the solicitation of alumni
- Determine fundraising opportunities for NPCC Foundation's Best Use Fund

REQUESTS

What special requests need to be considered by the College Cabinet?

- Communication with Advancement Office during the initial, middle, and end stages of capital campaigns, other fundraising projects, donor relationship building efforts, alumni relations work, and matters involving the NPCC Foundation.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Research & Planning

Team Leader Name: Tad Pfeifer

Report Date: 9/11/19

REVIEW OF PRIOR TEAM REPORT

1. Summarize the team's goals from the last report.

Goals	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
1. Successful stakeholder engagement for strategic plan.	Satisfaction survey including the following: - Collection of stakeholder input. - Analysis of notes from stakeholder meetings. - Presentation of analysis to College Cabinet	Satisfaction level of 4.0 on a 1-5 scale	Inconclusive	Survey was not administered in 2018-19, however 144 employees committed to sharing ideas around the ten selected strategic objectives.	Monitor engagement in the implementation of the strategic plan. Review satisfaction ratings from the PACE employee climate survey.
2. Make data more available	Number of data points shared	One data point per month (academic year) through Cabinet weekly updates	Yes	Eight data points shared in Ryan's "Friday Extra"	Continue sharing relevant data points with same method
	Number of one-to-one meetings held	One-to-one meetings with faculty and staff by research analyst. Goal: 5	Yes	10+ one-to-one meetings held with staff and faculty by research analyst	Continue one-to-one meetings to help meet the data needs of faculty and staff
3. Teaching employees how to access pertinent data	Number requests that are answered by referring to employee accessible data	Select 10 employee data requests and train employee to access pertinent data	Yes	10+ requests were utilized to train employees on access data on graduates and students	Look for opportunities to point employees to sources for useful metrics
4. Evaluate the use of data by departments and teams	Number of meetings with leaders	Six meetings with department leaders	No	Specific meetings with department groups were not held, however, meetings with department leaders were and utilization of IR services is strong and continues to grow.	Continue to promote data available for use as success and effectiveness measures for departments



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Research & Planning

Team Leader Name: Tad Pfeifer

Report Date: 9/11/19

2. What did the team accomplish in the last year?

- Stakeholder engagement process for determining the 2019-2022 strategic plan
- Administration of the Community College Survey of Student Engagement (CCSSE) in Spring 2019
- More updates to the Trends & Statistics publication
- Tad serving as peer reviewer on a systems appraisal team
- Served many internal and external data consumers with timely and accurate data.
- Workforce Investment Opportunity Act (WIOA) program information updated.
- Assisted EMS paramedic program accreditation by providing appropriate survey administration to and data on graduates.

GOALS FOR UPCOMING YEAR (2019-20)

3. What are the team's goals for the 2019-20 year?

Goals	Strategic Objective	Measures	Expected Results and Standards
1. Successful strategic plan implementation.		Brainstorming sessions held Goals identified	Three brainstorming sessions Minimum of three tactical goals with leaders identified
2. Make data more available		Number of data points shared Number of one-to-one meetings held	One data point per month (academic year) through Cabinet weekly updates One-to-one meetings with faculty and staff by research analyst. Goal: 5
3. Teaching employees how to access pertinent data		Number requests that are answered by referring to employee accessible data	Select 5 employee data requests and train employee to access pertinent data
4. Have plan in place for organizing regional (HLC) accreditation evidence		Document with ownership of subcomponents designated Document with instructions on where evidence will be stored and naming conventions	Ownership of criteria and subcomponents identified Structure prepared for filing/storing/updating electronic evidence documents



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Institutional Research & Planning
Team Leader Name: Tad Pfeifer
Report Date: 9/11/19

4. What are the major challenges the team faces?

- Transition from AQIP Pathway to Open Pathway and learning to write to criteria for the HLC Assurance System and organizing the evidence necessary for a strong reaffirmation process
- Time to dig into data to help provide insights for managers and employees, while maintaining data integrity and meeting regulatory reporting deadlines
- Open Database Admin/Tech position

OPPORTUNITIES

5. What opportunities does the team envision?

- Potential big student success collaboration with the Susan Thompson Buffett Foundation
- Interaction with departments to describe data we have and how it could be used.

REQUESTS

6. What special requests need to be considered by the College Cabinet?

- Engagement with moving the MPCC strategic plan forward to help us reach our vision.

How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success?"

Answer:

Institutional Research & Planning contributes to MPCC's mission by providing the factual information that the executive leadership, managers, Board members, and all employees need to make decisions affecting learning opportunities and student success.



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Marketing and Public Information

Team Leader Name: Lauren Grabau

Report Date: Nov 20, 2019

Goals	Strategic Objectives	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Build brand awareness focusing on MPCC specifically.	3	<p>Meet face to face with area media outlets to discuss the MPCC brand and how we plan to promote the college.</p> <p>Present the marketing plan to the MPCC Board of Governors, MCC foundation, NPCC foundation, and MPCC departments.</p> <p>Work with physical resources to help establish the MPCC brand. Color/ ideas/ features.</p> <p>Create consistent branding across all departments and campuses for tv, radio, print, and digital campaigns.</p> <p>Social media analytics -Facebook: See Documentation -Instagram: New Platform</p> <p>Stories and outreach -See attached documentation</p>	<p>Target: 18 media outlets Result: 16 media outlets</p> <p>Target: MPCC Board, MCC Foundation, NPCC Foundation, 5 MPCC departments.</p> <p>Target: Worked with them on 10 projects. Result: 2</p> <p>Target: Create and run tv commercials, radio ads, print ads, and digital ads around all 6 locations. Result: 6</p>	<p>No</p> <p>Yes</p> <p>No</p> <p>Yes</p>	<p>I didn't make it to the news paper in Broken Bow and in Valentine. I did speak to them over the phone.</p> <p>Built more buy in from the college.</p> <p>Physical resources are more campus specific. We worked on many NPCC projects and MCC projects. Ex: Learning Commons.</p> <p>We believe the brand is more recognizable</p>	<p>I will make both BB and Val new papers more of a priority next year.</p> <p>It is more appropriate to work with physical resources on branding campus specific. Making the goal more realistic I would like to work on 2 projects for MPCC and 5 each for MCC and NPCC.</p>



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Marketing and Public Information

Team Leader Name: Lauren Grabau

Report Date: Nov 20, 2019

Complete a full Marketing Plan for the College	3, 1	Documentation	Target: Physical marketing plan Result: Plan created	Yes	It was an important addition to add the digital campaign to the plan.	
Have our department create a better sense of trust with other departments.	8, 9	Communication between departments especially faculty and department heads. Involvement in department projects. Have timely communication with recruiting and admission.	Target: Met face to face with 30 faculty members. Result: 38 Target: Met face to face with department heads: 14 Result: 14 Target: 8 Result: 10 Target: Monthly meetings with recruiting Result: Fall 2 meeting, spring 1 meeting	Yes Yes Yes No	This helped to create better partnerships and collaboration between departments Meeting face to face not always an email or phone call has been beneficial in building trust and understanding. We did more with physical resources, learning commons, early entry, the athletics departments and business office then we have done in the past. We met on and off about different ideas and projects but not about the overall timeline and how we would accomplish what they needed.	We have discussed approving the process and we will focus on follow up and priorities this coming year.
Redesign the MPCC website	1, 3, 4, 5	Launch Website	Target: August Result: Not launched	No	Looking for a new platform to help achieve this goal.	
Create unified strategic marketing materials to promote the college	1, 3	Produce new marketing materials	Target: 5 Division pieces Result: 0	No	We did create early entry and learning commons materials which helped to promote the college.	We plan to use the new WHY MPCC materials to create new overall division promotional materials.

In addition to the outlines above, what did the team accomplish in the last 12 months?



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Marketing and Public Information

Team Leader Name: Lauren Grabau

Report Date: Nov 20, 2019

- Launched the WE ARE MPCC Campaign: Digital, social, print, traditional campaigns
- Career focus for Academic Transfer (wrapped up the career force campaign)
- Updated our college communication emails to once a week "What's Happening Wednesday's"
- Added extra athletic marketing for both MCC and NPCC (intro videos, social media graphics, and media days)
- Worked collaboratively with recruiting and physical resources (car decals, visuals for new spaces, and new redesigned recruitment materials)
- Developed a platform on Instagram and Snap Chat
- Created new and revamped leaning commons marketing materials as well as early entry marketing materials
- Updated equipment (Camera Sony a9)
- Created a solution for our sports information coordinator position that provided additional sports promotion for both MCC and NPCC athletics.
- The office won 19 awards in regional and national competitions during the 2018-19 fiscal year. Of those, 14 were first place awards.

GOALS FOR UPCOMING YEAR

What are the team's goals for the next year in addition to the continued work indicated above:

Goals	Measures	Expected Results and Standards
Web: Redesign Website	Launch the updated website	Target: January/Feb Result:
Graphic Design: to create and implement college wide templates	Create and introduced the templates to the college	Target: 10 templates created: Result: Target: Teach 100 users how to use the templates by holding meeting and teaching them hands on. Result:
Public Information: to take new updated photos of every academic departments	All programs have recruitment photos updated in our data base and shared with faculty and the recruitment office	Target: 60 programs have photos Result:
Marketing: Continue the WE ARE MPCC campaign and expanding the focus to an emphasis on both awareness and potential recruitment.	Creating the division commercials, radio spots, and digital campaign Updated recruitment materials to match the One Voice language	Target: 5 new commercials and radio ads Result: Target: Update Cost and contact sheet, housing booklet, brochures, booklets, postcards, tabletop



Mid-Plains Community College Cabinet/Assessment Team Report

Team Name: Marketing and Public Information

Team Leader Name: Lauren Grabau

Report Date: Nov 20, 2019

		displays, WHY MPCC promotional materials. Result:
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OPPORTUNITIES

What opportunities does the team envision?

- New equipment (camera Sony a9)
- Intern – Angie Evans
- Several new hires that have an outside perspective, new creative ideas, and skills

REQUESTS

What special requests need to be considered by the College Cabinet?

- Full time sports and events coordinator for NPCC – something paired with sports
- New equipment for media days and college marketing coverage (adjustable lights, green screen, lapel mics)

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: WOW Working on Wellness

Team Leader Name: Jamie Peters

Report Date: January 30, 2019

Analysis and Action: 2018-2019 Goals

Goals	AQIP Category	Measures	Expected Results & Standards	Were expectations met? (Yes, No, Inconclusive)	Analysis	Action
Maintain the extra incentives and advertising of the EHA programs- especially with the extra ELEVATE program	Valuing Employees	Member feedback	Some folks enjoyed the extra incentive, but they were not missed if they were not provided	Inconclusive	We cut back on the "trinket" incentives for completer prizes and they really weren't missed...	consider more meaningful Wow purchases rather than completer prizes
Reaching Extended Campus WOW Members better	Valuing Employees	Employees at Community Campuses engage more	More engagement and Community Campus satisfaction with WOW program	Yes	Imperial and Broken Bow participate in Biggest Loser, Com. Campus adjuncts joined WOW	Keep offering ways to get them more involved
Activity Challenges - try ChallengeRunner as a replacement for EveryMove	Valuing Employees	ease of tracking and number of participants	Improved data tracking and reporting	No	Software not purchased, not enough interest to warrant further investigation at this time	Keep information for review next summer
Continue with Fruity Fun Days	Valuing Employees	Improved snacking habits, little waste; enjoyment of trying new healthier food items	Gratitude from staff, conversation, socialize at work, try something new	Yes	This is a much loved staple of our wellness program! Folks develop healthier snack habits	Keep up the Fruity Fun Days, continue finding new items to try
Improve Annual Spring Picnic process for RSVP, food preference and day-of lunch line	Valuing Employees	Number of/lack of complaints, stress, ease of process	Improved satisfaction of Food service, MPCC Staff and WOW team	YES	Tress was great to work with this year and everything went smoothly- Poker Run was a huge hit at MCC	Find a better date next year? Add Poker Run to NP campuses
Seek information from like-institutions about their wellness programming	Valuing Employees	Compare programing, budgets, percentage of engagement	Garner new ideas to try at MPCC	Inconclusive	EHA Wellness Rep meetings- every school is different, no comparing - most others engage students also	Continue to be receptive to new ideas and find things that work for our unique institution
Building up the WOW Team	Valuing Employees	Team member enthusiasm and engagement	Interest in Wellness trainings, adding to newsletter, offering to head programs	No	Team members are busier and busier; difficult to have regular meetings, EHA improved,	Scale back to meet quarterly, seek additional team members, open it to rotating assistance and special projects so folks are

New for 2018: How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success? The WOW Team contributes to MPCC's mission by providing enjoyable opportunities for our employees aiming to make them happier at work. We fully support the Have Fun tenet and strive to engage our staff in fun events, useful information, health awareness and inspiration as well as build a sense of comradery. Faculty have used pieces from WOW in their classes, our programs/events assist in stress management, socializing, and creating a supportive culture. Happy employees are better able to put their best forward in order to assist in individual student success!

Mid-Plains Community College Cabinet/Assessment Team Report

Team/Area Name: WOW- Working On Wellness

Team Leader Name: Jamie Peters

Report Date: January 30, 2019

2019-2020 Goals

Goals	AQIP Category	Measures	Expected Results and Standards
Dedicate more time for quality in-house programing	Valuing People	Number of in-house offerings; consistent and timely communication	Increased engagement from team and employees, becoming a deeper part of MPCC culture
Increase employee engagement	Valuing People	Increase in completed EHA programs; employee participation in in-house programs, interest in WOW newsletter content, WOW annual reimbursement uses	Meeting Elevate goals, healthier workforce
Add more "Games" to the programming	Valuing People	Participation and satisfaction	Poker Runs, complete WOW Clue game, supplement MCC board game events; take the Have Fun to the next level
Add a Financial Wellness piece	Valuing People	Participation and satisfaction. Personal goals likely will be unknown; however, productivity, stress and attitude would be likely outcomes though true measurement would be difficult	We have many employees with young families or financial difficulties, providing financial education could potentially be a huge benefit for folks. The result would be a more well informed workforce with tools to ease financial stress so they can be more present and engaged at work to provide <i>first choice</i> service.
Each in-house event to have pre and/or post assessment	Valuing People	Tie back to goals 1 and 2- obtain useful feedback on specific events with surveys/questionnaires	More useful data to aid in improving programs and trying new things

The goals for this next year are few, but fairly large and overlapping umbrellas. EHA Wellness continues to improve their programs including HeadSpace and Weight Watchers. While EHA Wellness's online programs are robust; we still need to offer on-ground programs. Our in-house offerings of Mindful classes and challenges are right on trend have been successful. Chair Massage and new year luncheon have become favorite events. Biggest Loser, Picnics and Fruity Fun are just part of our culture now and always highly anticipated- I hope the original WOW team is incredibly proud of the foundation they laid as we continue providing healthy opportunities for our MPCC family.

Opportunities, Challenges, and Special Requests We have many opportunities within our challenges! In trying to step outside the box, would like to try offering content contribution and programing to all WOW members so the core team isn't so tapped out. Seeking the skills and knowledge of our employees and providing them opportunities to teach each other rather than put up challenges for the team. Excited for the evolving of the Human Resources office in hopes the ability to offer more trainings from a wellness prospective can be provided. Special requests: continue to provide support and interest in employee wellness-thank for your participation and encouragement of your departments' participation in WOW! The team and I are very grateful for the opportunity to serve our MPCC family and support their individual and collective wellness journey.



Mid-Plains Community College Team Report

Team Name: Adult Education
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

Department Roles (3-5):

1.

Goal 1: Promote Adult Education, GED and ESL classes in the service area.

K.P.I.	2019-22 STRATEGIC OBJECTIVIES	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Provide and Promote Adult Education, ESL, GED	3	100%	100%	100%	100%	100%	100%
Promote Enrollment of GED graduates at MPCC	1	100%	100%	100%	100%	100%	100%
Retention of 12+ hour students in AE/ESL/GED	2	75%	76.00%	74.34%	79.10%	79.21%	73.27%

ANALYSIS: Classes are currently held on the two main campuses, Imperial, Broken Bow, Valentine and Ogallala. Also, our North Platte One-Stop location, Lincoln County Detention Center Imperial Beef and North Platte Feeders. Student enrollment total for 18-19 was 203. Effective state and local advertisement, and word of mouth to recruit all possible students. Currently we have 144 students. We are trying a new advertising strategy. We have sent out over 6000 class schedules in both English and Spanish to area schools that they agreed to send home with students for parent information.

Baseline 116 GED graduates enrolled at MPCC in college classes in the last three years. In 2018 there were 100 GED graduates Enrolled at MPCC making the three year average 112.

ACTION PLAN FOR NEXT YEAR: NDE is planning to do some statewide advertising. In the meantime, we need to update and distribute bookmarks, and posters. Inclusion of Adult Education in college advertising both in newspaper and radio would be helpful. Cost could be used as match. Continue to visit local radio stations and do free interviews. Maintain involvement with community groups. We would like to attend more job fairs and WIOA action meetings.



Mid-Plains Community College Team Report

Team Name: Adult Education
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

Goal 2. Provide effective instruction for Adult Education, GED, and ESL students.

K.P.I.	2019-22 strategic objectives	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Statewide EFL Performance measures will be met.(Pre and Post testing), (Does not included secondary performance)	2	100%	102%	106%	104%	92%	98%
12+ hours students will be retained.	2	75%	76%	74.34%	79.10%	79.21%	73.27%
Eligible students enrolled in AE will pass the GED, as per negotiated State performance.	2	100%	Not available	Not Available	Not Available	132%	176%

ANALYSIS: It is always a struggle to meeting performance measures due to the mandatory attendance hours between pre and post testing. Our AE instructors do a nice job of increasing classroom opportunities and being flexible at the end of the year to insure all eligible students are post tested.

ACTION PLAN FOR NEXT YEAR: We continue to learn the new data reporting system, continue to enter students and try and keep on top of student absences, retention, instructor training, pops, recruitment, testing and promoting the program. 50% of our current staff have less than 1 year of Adult Education teaching experience. Clearly, training is crucial. The testing platform and data reporting system adopted by NDE are not giving us numbers such as GED completions yet, but we are hopeful this information will become available.

Goal 3 - Incorporate Career Pathways into area classrooms.

K.P.I.	2019-22 strategic objectives	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Career Pathways State mandated survey will be administered to all students.	6	100% of eligible students.	100%	100%.	Started mid -year		
Students will visit O net, and discuss results with MPCC career services.	6	100%	90%	85%	Started Mid-Year		
Students will visit MPCC online college catalog and explore various programs of interest between GED test 3 and 4.	1	100%	100%	100%	Started mid-Year		



Mid-Plains Community College Team Report

Team Name: Adult Education
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

ANALYSIS: Career and college readiness instruction is mandated through federal law. We must partner with Department of Labor, Vocational Rehabilitation and other secondary partners to insure our students are college and career ready before leaving our program.

ACTION PLAN FOR NEXT YEAR: Recruitment of graduating students for college and/or exploring careers that will help them get high stakes, high demand jobs is part of regular classroom activities. We are continually revisiting the grants, and writing goals that will help achieve the WIOA expectations. This includes discovering what possibilities are ahead, and leads them to value college, jobs, internships etc...High schools have guidance counselors/AE staff need to be as well versed in numerous rolls including career planning and college advising as traditional high school guidance counselors are. We are ramping up this process to include various college departments to make it a seamless transition for our students. We expect to see only growth of local GED graduates attending our institution.

Goal 4: Supplement classroom instruction with volunteer support.

K.P.I.	2019-22 STRATEGIC OBJECTIVES	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Area Volunteer Coordinator was hired. Advisory meetings will be held throughout the area to recruit volunteers and students twice a year.	5	100%	25%	75%	50%		

ANALYSIS: Volunteers are an integral part of our program. They are depended upon to sometimes lead classes, and sometimes support instructors and students with one-on-one interaction with students and data collection and management.

ACTION PLAN FOR NEXT YEAR: Our objective is to strengthen the program by having a volunteer coordinator recruit volunteers in each classroom to work with students as well as support student recruitment by being out in the communities to speak about our program. The Coordinator connects volunteers to students one-on-one in the more remote areas we serve. We will partner with Migrant Education and immigrant rich communities/school districts to get instruction and class hour information to the ESL population.



Mid-Plains Community College Team Report

Team Name: Adult Education
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments from the last year does the team feel really proud?

As a program we surpassed performance measures. We are in a year of many changes. We look forward to positive outcomes from the change. We have had representation at state conference. Our program has witnessed many successes of our students, such as: enlistment in the US military, NE Law Enforcement Training Academy, college, and more prosperous careers. It is very rewarding to see the positive outcomes in our students that reports cannot always capture. We are especially proud of the collaboration that is occurring with other departments within the college for a seamless transition for our students.

2. What accomplishments outside of the K.P.I.s did the team have?

A modified version of the Bridge program is currently ongoing. With the use of Kiewit funding, and Durbin Scholarships, 30 students have been awarded one or both. These students are in technical programs, and with the guidance of a coordinator achieving success.

After the successful completion of the first two tests, we also have donated scholarship dollars that a student may use to pay for the last two GED tests.

GOALS FOR UPCOMING YEAR

- 1. Will any of the K.P.I. goals change and why?** Advisory Meetings are not a requirement by NDE anymore. We will continue to have them as the need arises but change the goal to: Volunteer Coordinator will have a regional presence in our communities. This will include agency meetings, IET program supervision and advertising by any means possible as well as recruitment and supervision of volunteers.
- 2. Are there any specific team goals for the next year to try to influence the K.P.I.'s.** Our goal is, through guided instruction, to help students see that the GED or improvement of basic skills as well as English as a second language, is the first step in continuing education. We will strive to make an impression on students so they can continue their education at MPCC.
- 3. What are the major challenges the team faces (weaknesses)?** The biggest challenge at this point is having student numbers to meet average daily attendance requirements for NDE. Also, low unemployment rates and a declining population in our rural regions diminishes our program enrollment. We will continue to recruit whenever possible. We also are struggling to enroll ESL students in an IET program to gain certification in a field of study. We are hopeful to get students for a partnership we are forging with Linden Court for Nurse Aides at this time as the IET is a mandate of the grant.

OPPORTUNITIES

- 1. What opportunities does the team envision?** We have the opportunity to see real growth in the adult education population continuing on with their education and training once they obtain the GED. We are the first step in education for these individuals and believe they are well prepared for college after meeting the guidelines of our program.



Mid-Plains Community College Team Report

Team Name: Adult Education
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

THREATS

- What outside threats can affect the results from this team over the next year?** Partnerships with the WIOA partners are vital to funding for our program. Duplication of services is always a worry. Federal funding requires maintenance of effort with DOL for WIOA. Regional population decline and low unemployment rates have a negative effect on our enrollment rates.

CABINET REQUESTS

- What special requests need to be considered by the College Cabinet?** Continued support with state level changes.

How does my job/department/team contribute to MPCC's mission of "transforming lives through individual opportunities for individual student success?"

All of our interaction with students is individualized to the students need. We do our best to recruit students and are charged with working with those with the highest need in literacy. We offer a variety of venues for students to utilize our classes from in class to hybrid distance education. We work with agencies and businesses to help people obtain literacy skills for better employment in their communities. We can tailor our education to meet the needs of the employers. MPCC is a great college system that we can collaborate with to offer many services to our students. We embrace the cultural tenants and truly believe and promote our program and our college as first choice. We are the first step in continuing education for our students and offer it in a positive environment.



Mid-Plains Community College Team Report

Team Name: MPCC Advising Team

Team Leader Name: Heather Pucket

Report Date: 2/2020

ADVISING ROLES:

1. Guide students in proper course selection for goal completion
2. Collaborate college wide advising efforts
3. Advocate for student success and retention

Goal 1. – Guide students in proper course selection for goal completion										
1 - K.P.I.			GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13
1. COMPLETER REPORT STUDENT EVAL OF SERVICES (GRADUATE SURVEY)			4.0	4.23	4.20	4.14	4.04	4.40	3.89	
2. CCSSE ITEM 12 1A (FORMALY 13 1A) – HOW OFTEN YOU USE ACADEMIC ADVISING Scale: 0 = Not at all , 1 = Somewhat , 2 = Very			1.80	1.62		1.45		1.87		1.74
3. CCSSE ITEM 12 2A– HOW SATISFIED ARE YOU WITH ACADEMIC ADVISING Scale: 0 = Not at all , 1 = Somewhat , 2 = Very			1.40	1.38		1.47		1.23		
4. MPCC ENTERING STUDENT SURVEY – PERCENTAGE OF STUDENTS WHO RATED THEIR LEVEL OF SERVICE WITH ADVISING AS EXTREMELY/VERY SATISFIED			83%	83.09%	84.57%	84.11%	79.39%			

ANALYSIS:

- For the majority of the 2018/2019 school year, we had a full advising/Enrollment Coach team, which benefits our students by providing consistent guidance with the same advisor/EC semester by semester. However, the 2019/2020 term started with tremendous turnover and change in both McCook and North Platte. Although it was disappointing to see the slight decrease in the MPCC Entering Student Survey (84.57% to 83.09%) and CCSSE 12 2A (1.47 to 1.38), we are pleased with the increases in the Completer Report and CCSSE 12 1A. As with last year, as we continue to implement online tools, it's possible they are being utilized for advising vs coming in-person.

				ACTION PLAN FOR NEXT YEAR: <ul style="list-style-type: none"> During the 2018/2019 school year, we continued further discussions regarding if/when J1 Advising should be implemented. Because we do seem to be leaning toward a more intrusive/holistic model across the campus, I do believe we need to consider implementation in the near future. J1 will greatly assist advisors and students with their two-year planning and can be utilized to track what courses are needed for future terms. With this being said, we do need to consider the impact the implementation will have on the module manager and advisors. The module manager will need additional time in the module and in JICS to pre-plan for degrees and course sequences and the advisors will need additional time for student plans, course selection, deeper conversations with students and documentation.
Goal 2. – Collaborate college wide advising efforts				
2 - K.P.I.		GOAL	2018-19	2017-18
5. INTERNAL CUSTOMER ENGAGEMENT SURVEY		4.0	—	4.06
		2016-17	2015-16	2014-15
		2013-14	2012-13	
ANALYSIS:		<ul style="list-style-type: none"> Over the past couple of years, the advising/EC team has made a conscience effort to reach out to different departments and individual faculty to further discuss the programs offered at MPCC and to learn more about how we can all work together to advise even more effectively. As program directors, we also had the opportunity to meet with the department heads to learn about and share new ideas. These types of collaborative meetings are priceless and benefit the college as a whole. Finally, the combined advising/admissions/recruiting team meetings have been beneficial for all involved by ensuring a better understanding of job responsibilities within advising, recruiting and admissions. 		
ACTION PLAN FOR NEXT YEAR:		<ul style="list-style-type: none"> We plan to continue reaching out to faculty individually and assigned ECs will continue to attend departmental meetings for more seamless communication. In addition, I am hoping to attend ILT on a quarterly basis to brainstorm new ideas and share feedback. We truly feel that has been a huge benefit and opened communication between faculty and staff regarding class offerings, timing of class offerings, etc. I had the opportunity to attend a faculty meeting in February 2020 to represent the Multiple Measures Team. I'm hoping return on a regular basis as a representative of advising to keep the lines of communication open. We will also continue working toward more faculty advising area wide. I'm excited to provide support to the business faculty here in North Platte in March 2020 for a special advising day for the returning business students. I'll be preparing transfer information to Jean Condon and check in on them throughout the morning. If they run into questions or concerns, they will let us know so we can double check the registration or work with a student in the coming days. 		
GOAL 3. - ADVOCATE FOR STUDENT SUCCESS AND RETENTION				



Mid-Plains Community College Team Report

Team Name: MPCC Advising Team

Team Leader Name: Heather Pucket

Report Date: 2/2020

3 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14	2012-13	
6.	FALL TO SPRING PERSISTENCE FULL-TIME	85%	83.7%	84.9%	84.5%	85.8%	82.1%			
7.	FALL TO SPRING PERSISTENCE PART-TIME	68%	70.1%	66.3%	64.1%	68.7%	63.6%			

ANALYSIS:

- Although the full-time persistence did drop a bit, there was a big jump in the part-time persistence. These numbers show the continued effort our advisors/ECs put in to return students to advising in a more timely fashion. We have focused on assisting students in registration earlier by having the conversation about future registrations earlier in the process. We have also provided opportunities such as registration days, tech reg days, special times for registration for athletes, etc.

ACTION PLAN FOR NEXT YEAR:

- As we move closer to J1 Advising implementation, a more intrusive/holistic academic advising model will benefit student success and retention by increasing a student's desire to "buy-in" to their academic plan, degree and goals and their overall feeling of belonging to the community college family. It's been suggested that we need to pilot a student group prior to pushing this direction. However, I would argue we already have a "pilot" groups of students with the Project HELP Grant. This is a perfect example of an intrusive/holistic advising model.
- We will strive to clearly communicate with faculty regarding a student's success. We will also continue to work closely with Student Success, the Early Alerts process and the Appeals Panel to ensure our student's needs are supported. We also look forward to the opportunity to collaborate with the Area Counselor regarding how we can best serve students who are having difficulty staying in school, choosing degrees, classes, etc.

REVIEW OF PRIOR YEAR (STRENGTHS)



Mid-Plains Community College Team Report

Team Name: MPCC Advising Team

Team Leader Name: Heather Pucket

Report Date: 2/2020

1. What accomplishments outside of the K.P.I.s did the team have?

- Some of our accomplishments include the ongoing update of the advising module, the opportunity for AV consulting on a regular basis, regular collaborative team meetings with recruiting/admissions, training/conference attendance and opportunities for face time with faculty. We have also participated in a variety of registration days, including at the main campuses, community campuses and special registration days for the tech campus in North Platte.
- I continue preparing the module for the potential rollout of J1 Advising. As previously stated, as we move closer to J1 Advising implementation, a more intrusive/holistic academic advising model will benefit student success and retention by increasing a student's desire to "buy-in" to their academic plan, degree and goals and their overall feeling of belonging to the community college family. It's been suggested that we need to pilot a student group prior to pushing this direction.
- I've had the opportunity to continue working closely with Dr. Tomanek on the online catalog and collaborated with Student Life (Janell, Josh and Augie last year) to assist with some updates to the online student handbook. I've also been added to the CIIT team by Dr. Beu, which helps with communication between Student Life, Advising and the SC Welcome Center.
- Project HELP Grant - We are in the fifth year of the Project HELP Grant here at MPCC. At the conclusion of our fourth year in 10/2019, we cumulatively had 101 students in the treatment group with a working caseload of 43. Our year 4 enrollment goal was set for 31 participants, however, this goal was not met due to loss of staff. There were 21 individuals enrolled into the program. As of January 2020, there are 105 participants in Project HELP, with 62 in the control group and 43 on the active case load. Our Year 4 goal for TANF participants was at 150%, exceeding the goal with 3 new participants. We reached a 92% completion rate for basic skills and our health care training completion rate was at 81% with a number of students still in their training programs. This percentage will increase with LPN and RN graduations in 2019-2020. As of the date of this report, we have not heard whether or not the grant will be extended past the five year mark.

GOALS FOR UPCOMING YEAR

1. Will any of the K.P.I. goals change and why?

- As of right now, there are no plans to make changes to the KPI goals.

2. What are the major challenges the team faces (weaknesses)?

- Although I believe the idea of an Enrollment Coach is good on paper, we continue to find the role a extremely challenging, especially when EC's have other roles such as coaching or are heavily involved in other activities within the college. Ultimately, I believe eventually moving back to the separate roles of advisor and recruiter may be beneficial to our employees, to the team and to the college as a whole. This would also tie back into the idea of intrusive advising and the possibility of the J1 Advising roll out. With the current set up, it's hard for me to believe that those with the dual roles could juggle the additional responsibilities.
- Again, although we are currently communicating with faculty, we always strive to make that overall communication/partnership stronger. It can also be very challenging to stay informed of area wide program changes and transfer changes across the state.
- I continue to work closely with financial aid to ensure a student's AIMS are accurate in Jenzabar, which is directly tied to financial aid. We have found that this is a rather time consuming project, but very important. However, when advisors/EC's document about a student in notepad, it saves a tremendous amount of time and research. With that being said, each advisor/EC is being strongly encouraged during their strengths talks and in team meetings to keep their documentation in notepad current. Overall, each individual is striving daily to meet this goal, although it is time consuming and difficult with the variety of hats each person wears.

OPPORTUNITIES

1. What opportunities does the team envision?



Mid-Plains Community College Team Report

Team Name: MPCC Advising Team

Team Leader Name: Heather Pucket

Report Date: 2/2020

- I've always talked about a more case management approach to advising, but I first heard the term "intrusive advising" at HLC in 2017. Although the concept is extremely exciting and would greatly benefit our students, it would likely force a major overhaul in our current advising model. In addition, we would seriously have to consider whether or not the EC model really works. With that being said, intrusive advising is everywhere. Schools are implementing this model and finding increased retention, fall-to-fall persistence rates, increased graduate numbers and better overall grades.
- The implementation of J1 Advising in the future will force advisors/ECs to have much more in-depth, lengthy conversations about a student's 2-year and 4-year plans as the programming will require this information. Although this will require advisors/ECs to spend more of their time with their students, which will eat into time for other activities, I truly believe this will only help with a student's overall buy-in to their education and in turn, assist with retention. Knowing this is on the horizon, I continue having specific discussion with each staff member and as a team regarding how to manage their time for this impending change.

THREATS AND REQUESTS

1. What outside threats can affect the results from this team over the next year?

- A website that isn't always user-friendly for students, transfer issues and faculty buy-in to Early Alerts, Appeals and how course selection impacts financial aid.

2. What special requests need to be considered by the College Cabinet?

- We have been thankful for the continued discussions about when/what classes are offered and the willingness of ILT to review this issue on a regular basis. In addition, we are extremely appreciative for the opportunity to utilize consulting on a regular basis. Since the advising module is ever changing and ever challenging, my sessions have been priceless in getting the advising module to work more seamlessly with other modules and to improve the functionality of the trees year to year.



Mid-Plains Community College Team Report

Team Name: Career Services
Team Leader Name: Bill Eakins
Report Date: August 2019

Department Roles:

1. Provide and promote Secondary School Services.
2. Provide and promote Employment Services.
3. Provide and promote Student and Stakeholder Services.

1. Secondary School Services						
KEY PERFORMANCE INDICATORS (K.P.I.)	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Number of schools participating in Secondary School Career Programs (Career Maneuvers, Career Exploration, EYH, Construction Career Day, CSI Days, etc.) (reported as percentage of our area schools)	67%	80.6%	80.5%	86%	83% <i>(Increase due to including ALL secondary programs)</i>	53%
Number of area secondary schools receiving college credit	100%	100%	100%	100%	100%	100%
Sufficient credentialed college faculty to meet secondary school requests for dual credit	Meet 100% of requests	100%	100%	100%	100%	100%
Percent of FTE that is dual credit	10% of all FTE	16.3%	13.6%	13.8%	11.2%	7.85%
Administrative visits each year to the area schools with new superintendents	100% of schools with new supts	100%	100%	100%	11; This is 100% of schools with new supts.	This KPI changed this year... numbers not available for prior years.



Mid-Plains Community College Team Report

Team Name: Career Services
Team Leader Name: Bill Eakins
Report Date: August 2019

Number of schools offering one or more academy	50% (out of 34)	55.9%	55.9%	55.9%	55.9%	50%
2. Employment Services (Career Placement as of 7/1/19)						
K.P.I.	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Student Engagement: CCSSE survey results of Student Satisfaction with Job Placement Assistance	1.05	1.08		.95 / 0-2.0 scale *new CCSSE scale	-- (BIENNIAL MEASURE)	1.8 *previous scale 1.0-3.0; previous goal 2.0
Student Engagement: Number of Employment Services related <u>student/classroom sessions</u> arranged/presented by Career Services staff	40	9 sessions; 84 students (position vacated 11/2/18)	35	26 *previous goal 30 pres.	72	
Strategic Partnerships: Number of employers registered on College Central Network for the reporting year	>100	112 new employers; 625 jobs posted	73 new employers registered; 470 jobs posted	100 employers registered: 479 jobs posted	105 employers registered: 524 jobs posted	140 employers registered: 689 jobs posted
Strategic Partnerships: Number of employers on campus, hosted by Career Services	100 Including Job Fairs	20	65	116	81	



Mid-Plains Community College Team Report

Team Name: Career Services
Team Leader Name: Bill Eakins
Report Date: August 2019

3. Student & Stakeholder Services						
K.P.I.	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
CCSSE survey results of Student Satisfaction with Career Counseling Assistance	1.0	1.17		1.11 / 0-2.0 scale <small>*New CCSSE scale</small>	-- <small>(BIENNIAL MEASURE)</small>	2.1 <small>*previous scale 1.0-3.0; previous goal 2.0</small>
Satisfaction rating of testing candidates	>95%	>95%	>95%	>95%	>95%	>95%
Number of classroom presentations and individual career planning sessions by Career Services staff	30	50	65	36 <small>*Previous goal 10</small>	31	

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments from the last year does the team feel really proud?

New record dual credit hours.

Hosted annual Construction Career Day.

Planned and hosted Expanding Your Horizons.

Hosted Etiquette Dinner in McCook.

Distributed honor cords to 321 graduating high school seniors with 12+ credit hours from MPCC (up from 225 in 2016-17, and 261 in 2017-18).

Continued to provide certification/high stakes testing – 5108 tests given FY 2018-19.

2. What accomplishments outside of the K.P.I.s did the team have?

Visited area high schools with new counselors or administrators

Transitioned to Accuplacer Next-Gen



Mid-Plains Community College Team Report

Team Name: Career Services
Team Leader Name: Bill Eakins
Report Date: August 2019

GOALS FOR UPCOMING YEAR

1. Will any of the K.P.I. goals change and why?

Duties have been transferred, and priorities have changed for Placement. We also have half of our staff new this year.

For Placement, we will be proposing measuring the following:

Student Satisfaction with Job Placement Assistance (already measured)

Number of employers registered on College Central Network (currently reporting NEW employers registered and number of jobs posted during reporting year;
will add TOTAL number of employers registered)

Number of Employer Contacts (with breakdown of Total contacts, as well as NEW contacts)

We will not include any KPI goals related to Dual Credit/Early Entry or Career Academies next year.

We will also change the measurement of visiting all new Superintendents to all new Counselors.

2. Are there any specific team goals for the next year to try to influence the K.P.I.s.?

Increase student, faculty, and staff awareness of Career Services, utilizing increased communication via social media and CampusWeb, as well as classroom and community visits.

Continue to facilitate the Community Campuses with similar services as MCC and NPCC

Work with area schools' administration and staff to increase their Career Exploration opportunities

3. What are the major challenges the team faces (weaknesses)?

Training new staff members – especially while continuing to maintain and cover daily activities of the staff

The transition to Next-Gen Accuplacer has created some challenges in making sure students are placed appropriately.

Continual change in secondary school personnel

Distance and timely visits to all area schools with existing MPCC Career Services staff

Changing demographics of traditional, non-traditional, and high school students

Idemia fingerprinting services challenge us due to scheduling and staffing concerns

Providing adequate placement programming across the Area will require creative and intensive methods



Mid-Plains Community College Team Report

Team Name: Career Services
Team Leader Name: Bill Eakins
Report Date: August 2019

OPPORTUNITIES

1. What opportunities does the team envision?

Secondary schools are showing an interest in increasing their involvement with community college services
Improved contacts and relationships with area businesses and industries
Special Events (Construction Career Day, Expanding Your Horizons, etc) help increase opportunity and potential for additional students
Coming to a shared campus-wide decision about goals for Placement will allow for appropriate planning and staffing
Being recognized as part of Student Services has created some opportunities to work more closely with some of our colleagues
Use of some Perkins Funds to help enhance career and technical education offerings to area schools.
Implementation of Multiple Measure provides opportunities for continued improvement in communication with area schools and placement of students.

THREATS

1. What outside threats can affect the results from this team over the next year?

Potential of reduced state aid and state support for funding education
Uncertainty of future
Staffing changes/lack of staffing
Change within testing companies – including what tests they offer, companies buying & selling, etc.

CABINET REQUESTS

1. What special requests need to be considered by the College Cabinet?

Consider position to help cover office duties (testing, fingerprinting, customer service, data entry, placement assistance, etc.) to allow staff more opportunity to be in area communities offering services
Review potential increased costs associated with Next Generation Accuplacer, and adjust budget accordingly
Career Services representation in Learning Commons planning
Continued weekly communication from Cabinet....THANK YOU!!
Continued support for the roles and goals of Career Services
Appropriate staff representation in discussions regarding facilities/equipment usage and changes

Child Development Center (CDC)

2018-19 Cabinet Assessment Report

Goals	Measures	Expected Results & Standards	Were expectations met?	Analysis	Action
Provide students opportunities to work with and learn from children in a real world setting – incorporate DL students	Students enrolled in early education courses will participate in lab experiences on campus	85 % of total on campus early education enrollment	Yes 100% used the CDC for all or part of their required work with children.	CDC is a necessary part of the education for early education and related fields. One DL student did complete observation hours here – made a big difference in her experience.	Consider how to engage students with more depth. Especially those at DL sites if at all possible. Increase students in the early education program.
Provide student parents access to quality part time child care to enable them to focus on classes and complete degrees. Search for ways to reduce the cost of care to college students.	Provide child care to student parents who inquire at least two weeks before the start of the semester.	90% of requests will be filled	Yes	We have 3 student parents using the CDC this year – attended both semesters. 3-4 other inquiries, but no follow through – or they needed infant care at a time the room was full with no staffing flexibility.	Continue to be available to students, making special efforts to work their children into the schedule despite the tendency for them to be very party time. I am participating in a group investigating the crisis for child care – especially infant/toddler care in our community. Currently, surveys are being done with several public input sessions in the next month. Results may influence the direction of the Center in the coming year.
Increase awareness of the child care service and learning opportunities and childcare service to students and the community	Print materials for admissions packets Develop an online presence as part of the college web page		No	Administrative changes, changes in marketing department have left this goal unachieved.	We are scheduled to tape in the Center for the new video campaign next week! Lauren and I have begun the discussion and will continue to see how to effectively market the Center.

Child Development Center (CDC)
2018-19 Cabinet Assessment Report

Improve the physical condition of the CDC. Kitchen Playground Carpet	Participate in college funding as well as exploring options for grants or even fund raising to for the outdoor classroom.	Not met	Goal has been established to update the Center Summer of 2019	We need the time and energy to speak loudly and often about the needs in the Center	While the curriculum in the Center continues to evolve, it is closely tied to the physical space. Center needs updated, repaired and refreshed.
Reach Step 3 in Nebraska tiered licensing system Step UP to Quality		Not Met		Need to work with student/staff members to get and keep their profiles up to date.	Establish a quarterly review of all staffs records
New for 2019-20					
Participate in Rooted in Relationships Training/coaching to improve the social/emotional experience for children and college students in the Center	Two teachers have applied for the program. Invite all staff to participate in training and support group activities		3 year commitment with training to begin in September if we are accepted	Need to plan for additional staff discussion and opportunities to grow	Advocates say this is a difference maker in the social emotional health of children in their program. HUGE need for this throughout the community.
Increase students studying early childhood education to meet the demand for teachers.	Strategize ways to attract students to the program.			Once on campus, develop plans to support their development of work and kid skills systematically.	The early educator shortage is real, and extreme in our community. We can help, but need to develop ways to attract and keep students to the program.

Child Development Center (CDC)

2018-19 Cabinet Assessment Report

Enrollments

Year	Preschool	Toddlers	Infants	Connections to college	Percentage	Students learning in center	Classes using center
16-17	20	10	6	7	19%	23	4
17 - 18	28	12	7	5	10%	24	6
18-19	27	15	8	9	18%		
<i>Full time</i>	9	8	3				

Staffing

Year	Full Time teachers	28 hour teachers	15 – 28 hours	Student workers 4 – 10 hours	Cook
16 - 17	2	2		4	1
17 - 18	2	2	3	6	1
18 - 19	2	3	2 (both students)	6	1

Billing

Date	Billed
March 2017	\$8,727.48
March 2018	\$14,502.16
March 2019	15,001.01

What has the Team accomplished in the last year?

1. Planned, implanted and evaluated educational programs for infants, toddlers, preschool and college students preparing for a career in early childhood education.
2. Retained 100% of the Infant Room children from April of 2018 to April of 2019!
3. Enrollments at or near capacity in all Rooms.
4. Incorporated keypad locking system for security.
5. Toddler Teacher has completed all modules of Early Learning Guideline Training.
6. Director renewed certification for Safe with You Training.
7. Director and cook participated in NAP SAC – Educational training for nutrition and health.
8. Involvement with Community For Kids group to investigate the child care crisis in our community.
9. Center staff and families participated in the “No Small Matters” community screening.

Child Development Center (CDC)

2018-19 Cabinet Assessment Report

What Challenges does the team face?

- Infant and toddler care is full, with long wait lists. It is becoming a crisis in the community
- Lack of full time infant room teacher affects consistency and educational opportunities in this room.
- Filling part time staff positions is difficult. Currently 100% of students in the program who want to work have jobs.
- Demand for early educators is so great, they are being "hired away" from education.
- Need to update physical area in the program including; kitchen, outdoor classroom, and preschool.
- Lack of time to accomplish all that needs done.

What opportunities does the team envision?

- Continue to utilize students in a comprehensive manner to enhance their experience and improve their work skills. 2nd year employees may begin planning and leading activities.
- Explore creating a "substitute" list for the Center as well as community programs.
- Become leaders for outdoor education with the first Nature Explore classroom in Southwest Nebraska.
- Take advantage of possible grants/ opportunities through state initiatives with the Foundation
- Participation in Step up to Quality to enhance the overall program and encourage community involvement
- Participate in Rooted in Relationships to improve the overall social and emotional environment in the Center.
- Market the preschool to showcase what we do, but avoid competing with community business.
- Develop partnerships with public school or other business to provide more full time employees.
- Need for well trained workforce creates opportunities for more students in program.

What special requests need to be considered by the College Cabinet?

- Update the facility.
- Add a full time infant room teacher to give each of the room's consistency and leadership to further support families and students.
- Support for Step UP to Quality and Rooted in Relationship goals
- Guidance for policy to protect the college from liability claims.
- Consider strategies to increase enrollment in early education program on campus to fill the need for teachers in the field.



Mid-Plains Community College Team Report

Team Name: Disability Services
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

Department Roles (3-5):

1. Disability services area support to students
2. Area wide resource to faculty and staff
3. Community Resource for people with disabilities
4. Periodic review of systems and procedures to ensure ADA/Federal compliance

Goal 1. – Improvement of student experience in working with MPCC Disability Services							
K.P.I.	2019-22 STRATEGIC OBJECTIVES	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Student survey late fall of each year with a score of 4.0	2	4.0	Na (low return rate)	4.65	na	4.67	4.67
CCSSE survey	1	1.10	1.14		1.06		1.12
Graduate Survey Results	1	4.0	4.12	4.10	3.96	3.88	na
Disability Services team will be available for student access on registration days and new student orientation	1	100%	100%	100%	100%	95%	na

ANALYSIS:

Student and faculty awareness of the services provided has improved. Continued quality service. In the current semester student numbers are as follows: South campus -16 students. McCook – 5 students – North and Extended Campuses – 8 students. 2017-18 area total -51 students. (some students who are not on an IEP come for technology services from Chris) Student accommodated testing for other schools, and contacts are a much



Mid-Plains Community College Team Report

Team Name: Disability Services
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

higher number. We have some students that require much of our time each semester. These numbers also do not reflect high school student services.

ACTION PLAN FOR NEXT YEAR:

Will continue to collaborate with area staff to insure ease of use in Canvas, Accuplacer, and Campus Web.

Goal 2 - Continued collaboration with community agencies and high schools

K.P.I.	2019-22 STRATEGIC OBJECTIVES	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
Create a baseline for tracking agency contact	4	# OF CONTACTS	93	86			
Create a baseline for tracking student contact	3	# OF CONTACTS	507	535			
Attend IEP meetings for perspective college students	4	100% OF INVITES	100%	na	100%		

ANALYSIS: PRESENTED WINAHEAD TO 34 NPHS STUDENTS, 4 OGALLALA, 57 AREA ESU STUDENTS.

ACTION PLAN FOR NEXT YEAR:

Reach out to area high schools and ESU transition specialists to offer assistance with IEP meetings for students considering MPCC. Will present to area students in McCook in Spring of 2020. Will be later than normal this year skewing above presentation numbers.



Mid-Plains Community College Team Report

Team Name: Disability Services
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

Goal 3 Delivery of area services in compliance with federal and state law							
K.P.I.	2019-22 STRATEGIC OBJECTIVES	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
South Campus Disability Services staff is working on becoming ADA certified.	3	2020 Anticipated completion	NA	NA	NA		
Attendance at Winahead and Ahead conferences, to remain or become compliant with changing laws.	2	50%	50%	50%	100%	50%	
Number of federal violations reported.	1	0	0	0	0	0	0

ANALYSIS:

Attendance is very important to stay in touch with disability court rulings and laws that are ever evolving. It is important to stay abreast of these changes. Due to the cost of the Ahead conference last summer we chose to wait and try and send all three of us to the 2020 Ahead conference in 2020. Winahead meets twice yearly, and was attended by 2 DS support people.

ACTION PLAN FOR NEXT YEAR:

Will attend at least 1 Winahead meeting per year. Ahead conferences are important for changing laws and trends in DS.

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments from the last year does the team feel really proud?

Two successful transition days at MPCC providing numerous perspective student contacts. Also, Involvement at registration days. CCSSE and Graduate Survey results improved. Unfortunately only a 13% return rate on our departmental survey. We will explore a better way to get feedback from current students.



Mid-Plains Community College Team Report

Team Name: Disability Services
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

2. What accomplishments outside of the K.P.I.s did the team have?

Chris Turner serves as co-chair for a national special interest group of AHEAD. He is a member of the independent living council, assistive technology board, and also the NCBLVI board. We collaborate locally with ESU's and area schools on a regular basis to provide information for students with disabilities considering MPCC as their first choice.

GOALS FOR UPCOMING YEAR

1. **Will any of the K.P.I. goals change and why?** Yes. Due to the low return rate on our internal student survey, we may look at an alternate way to gauge current student satisfaction with our department. Possible use of text response and or individual meetings concerning a satisfaction response.
2. **Are there any specific team goals for the next year to try to influence the K.P.I.s**
Setting the foundation for improved ADA compliance throughout the college system. Purchasing ZoomText software so students will have capability of a screen reader for placement testing and use with assignments when needed.
3. **What are the major challenges the team faces (weaknesses)?** Not enough staff to meet the needs of all in this department. This includes students, staff, and agencies.

OPPORTUNITIES

What opportunities does the team envision? With the revision of the college website it is a perfect time to work on compliance of our media and make sure that we have system that meets the compliance needs of individuals who are looking at our college as a place to obtain their education as well as those that are already here. It would be helpful if we could hire a Universal Design Director that oversees accessibility across the college; this includes working with faculty to teach the "how to" create an accessible document, ongoing assistance with faculty, and procurement issues, as well. Accessibility is a COLLEGE responsibility, NOT a disability services responsibility; we accommodate when the student CAN'T access the class, the textbook, the text, etc.

THREATS

What outside threats can affect the results from this team over the next year? Interpretation of ADA law by special interest groups.



Mid-Plains Community College Team Report

Team Name: Disability Services
Team Leader Name: Robin Rankin
Report Date: 12/18/2019

CABINET REQUESTS

1. What special requests need to be considered by the College Cabinet?

Having a person full time in disability services would certainly help to make us proactive instead of reactive to many situations that arise in our service area. It is very difficult to meet the needs of all students, all the time under the current circumstances.

How does my job/department/team contribute to MPCC's mission of "transforming lives through individual opportunities for individual student success?"

In disability services we strive to help instructors individualize instruction for all students with disabilities. We believe that students need accommodations, to level the playing field, so they can be successful in the college setting. It is important to make all of our college materials including our web based platforms, and website, accessible for all students regardless of the disability. We will continue to look for ways to best meet the mission of MPCC for all of our students, regardless of disability. Given the addition of a part-time to full time position we could collaborate with departments to truly improve the quality of our delivery of services to students.



Mid-Plains Community College Team Report

Team Name: MPCC Financial Aid

Team Leader Name: Erinn Brown

Report Date: 10/23/19

FINANCIAL AID ROLES:

1. Follow State and Federal FA regulations
2. Provide support for students in funding college and becoming financially literate
3. Strong Internal Partner in areas relating to Financial Aid

Goal 1. Follow State and Federal FA Regulations

1 - K.P.I.	AQIP CATEGORY	GOAL	2018-19	2017-18	2016-17	2015-16
1. AUDIT FINDINGS	2/5	0	0	0	2 (2)	3 (4)

ANALYSIS

For the 2018-2019 audit, we again met our goal of 0 audit findings! However, there is still room for improvement. The financial aid team has continued to add quality control checks and modify processes to eliminate potential errors in packaging. We also started using the new “task” functionality in PowerFAIDS to keep track of follow-up activities. Our continued focus remains on development, training and cross training of staff, documenting processes, and increasing efficiencies. A large percentage of verifications (25%) were completed during August, either because the FAFSA or verification paperwork was turned in at that time. This is a challenge as we are already busy with student traffic so the potential for error increases.

ACTION PLAN FOR NEXT YEAR:

- Continued training and development of new and established financial aid staff.
- Implement team meeting/training session each month.
- Simplify paperless documents with a focus on making the forms more easily understandable and user friendly.
- Encourage returning students to complete their FAFSA and verification, if needed, before leaving in May to alleviate some of the August rush.

Goal 2. – Provide support for students in funding college and becoming financially literate

2 - K.P.I.	AQIP CATEGORY	GOAL	2018-19	2017-18	2016-17	2015-16
2. COHORT DEFAULT RATE	2/5	15%	12.9% <small>(FY 2016 3-yr Cohort)</small>	16.6% <small>(FY 2015 3-yr Cohort)</small>	18.3% <small>(FY 2014 3-yr Cohort)</small>	17.0% <small>(FY 2013 3-yr Cohort)</small>

3. COMPLETER REPORT-FINANCIAL AID SERVICE	2	4.0	4.22	4.24	4.13	4.14
4. CCSSE ITEM 9F PROVIDE THE FINANCIAL SUPPORT YOU NEED TO FUND YOUR EDUCATION	2	1.5	1.35		1.38	
5. ENTERING STUDENTS SURVEY – FINANCIAL AID	2	85%	76.51%	78.48%	69.00%	74.44%
6. TOTAL STUDENTS WITH FAFSA	2	1000	964	1024	1100	1084
7. NUMBER OF SCHOLARSHIP APPLICANTS	2	600	789	849	630	470

ANALYSIS

We are happy to report a considerable drop in our Cohort Default Rate to 12.9%. The 2016 cohort contains borrowers who entered repayment between 10/1/15 and 9/30/16, so it's hard to say what had the most impact since this was right as we hired new staff and started an AQIP project involving CDR. Currently, our projected rate for the 2017 cohort is 11.2%, which could be more easily attributed to new staff, more involved conversations with students, and the shift to Great Lakes/Ascendium as our CDR partner. The live exit counseling at commencement was adjusted to have multiple smaller groups to help students be able to hear what was presented. Goal #6, Total Students with FAFSA, was adjusted to only include students that actually attended MPCC. Without considering if they attended, the total number of Student FAFSAs was 1690. The number of scholarship applications decreased by 60. We reached out multiple times to students that had started an application, but did not search for students that were receiving a scholarship but had not started an application. We transitioned the financial aid wait list for opening of school to Sharepoint and again saw great success. Our completer report, CCSSEE, and entering student survey scores all decreased slightly. We spent a good portion of the spring preparing for multiple staff to be out on maternity leave, so we had additional closed door time for trainings to prepare and it may have appeared we were not as available.

ACTION PLAN FOR NEXT YEAR:

- Student focus – We will continue to focus on providing excellent customer service to our students, as specialists increase their financial aid knowledge they are better equipped to answer student questions and handle complex situations.
- Increase awareness of the scholarship application and priority deadline with current students.
- Continue to increase our outreach efforts by working with the Community campuses and North campus.
- Use the financial aid waitlist for heavy traffic times to ensure students are served in a fair and timely manner.
- Increased Financial Literacy efforts – Presenting at Open House days, to college success classes, to the Bridge program, at Nursing orientation, tour groups (if requested), and providing exit counseling at commencement practice.
- Financial aid staff are available to present to classes if an instructor will be out. Topics include (1) Basic Financial Aid and (2) Default Prevention/Loan Repayment Information.
- Utilize Ascendium templates to reach out to students in or nearing default as a more proactive approach to default outreach.



Mid-Plains Community College Team Report

Team Name: MPCC Financial Aid

Team Leader Name: Erinn Brown

Report Date: 10/23/19

Goal 3. Strong internal partner in areas relating to financial aid

3 - K.P.I.	AQIP CATEGORY	GOAL	2018-2019	2017-18	2016-17	2015-16
8. INTERNAL CUSTOMER ENGAGEMENT SURVEY	2	4.0		4.29	4.13	3.98

ANALYSIS

Scores are not available for 2018-2019.

ACTION PLAN FOR NEXT YEAR:

- Continued training
- Remain fully staffed – we will continue to work on improving processes so we can respond in a more timely manner to requests from other departments.

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments outside of the K.P.I.s did the team have?

We trained staff to prepare for multiple maternity leaves over the summer. A new student worker process was created, tested, and implemented in less than 4 months to help alleviate student traffic related to FWS/SC positions during opening of school and remove financial aid from the placement aspect of the process after concerns about fair labor laws were raised. The team has earned 4 additional NASFAA U credentials (20 total) in Cost of Attendance, Need Analysis, Return of Title IV Funds, and Consumer Information. We implemented verification QC checks as a double check to decrease the potential for audit findings.

2. What are some of the accomplishments/recognitions you are the most proud of this past year?

ZERO Audit findings, new student worker process, and NASFAA U credentials



Mid-Plains Community College Team Report

Team Name: MPCC Financial Aid

Team Leader Name: Erinn Brown

Report Date: 10/23/19

UPCOMING YEAR

1. Will any of the K.P.I. goals change and why?

Currently, we are reporting the number of scholarship applications we receive. With the move to AwardSpring, we want to find a more accurate way to represent the effectiveness of the scholarship application such as possibly monitoring the percentage of incomplete applications for students that are attending. Our potential future goal would be to decrease the percentage of incomplete applications. Also, during Fall Enrichment Day, we created a new goal to "Enhance and fine tune electronic communication methods" as a way to focus on embracing the cultural tenents (Emphasized collaboration and compromise, Continuous improvement and development, and Exceptional student/customer service).

2. What are the major challenges the team faces (weaknesses)?

We struggle to monitor what is remaining in a student's program. This has negative implications for accurate packaging (i.e. students graduating in December must have their loan amounts prorated based on credits enrolled) and identifying students who cannot complete within the maximum time frame for their program. Multiple programs, transfer credits, and Jenzabar's dependence on advising worksheets (which are a snapshot in time) are contributing factors to the difficulty. We have moved to electronic communications, but are finding that students do not open or thoroughly read their email. To complicate this matter, the personal email address provided may be out of date (example: high school) or may belong to the parent. With increased concerns involving data security, FERPA, HEA, and the Privacy Act, we are caught between a rock and a hard place. If we continue to use personal email addresses in conjunction with MPCC addresses, we risk information reaching unintended parties. If we solely rely on using MPCC email addresses, our read/response rate will get even worse. Also, students may apply for aid before admissions, so there would not be a MPCC email address available.

This year, the updated 1040 for the 2018 tax year poses a new challenge. The form was changed considerably and thus far there's been minimal guidance on the changes and understanding the new tax forms as the FAFSA year opens.

Since the move to Early FAFSA in 2017, we have faced the challenge of not having needed information to actually start packaging earlier (Pell Charts, NOG allocation, foundation scholarship availability, tuition and fee rates, and room and board rates).

The various course dates and date ranges also pose a challenge, especially in summer. Financial aid has to pick one day to lock in credit load for each semester and have to account for the actual weeks the student is enrolled for the term in the financial aid budget. With the various course ranges, the weeks calculation can be different for each student which results in a lot of manual calculations. We also cannot disburse if the student is not attending, so it is difficult to know who is attending and is eligible for disbursement.

Students are confused about applying for scholarships (that there is a priority deadline, that they need to apply, and that they need to reapply for the following year).

The disbursement process is cumbersome and time consuming due to PowerFAIDS limitation.

The Credit Hour Update process in Jenzabar can inflate the number of credits eligible for aid. One issue is that, until a requirement is filled, all courses that could count towards that requirement show as counting. Another issue is if a student is changing or adding a program for an upcoming term, the Aims for that future program can make it appear incorrectly that courses are eligible for aid in the current term.



Mid-Plains Community College Team Report

Team Name: MPCC Financial Aid

Team Leader Name: Erinn Brown

Report Date: 10/23/19

OPPORTUNITIES

1. What opportunities does the team envision?

Improving our electronic financial aid documents, focusing on student comprehension to alleviate mistakes. Working with Public Information & Marketing on a webpage redesign to ensure compliance with consumer information requirements and user friendliness for students. Partnerships with Recruiting to use AwardSpring to its fullest capabilities. Improving the disbursement and maximum time frame processes through research and consulting.

THREATS AND REQUESTS

1. What outside threats can affect the results from this team over the next year?

Incomplete information regarding changes to the 2018 tax forms and the impact on the FAFSA and verification. Delayed information needed for packaging (Pell charts, NOG allocation). The scholarship chart has changed for 2020-2021. We see potential for misinformation being provided to students, especially by high school counselors.

CABINET REQUESTS

1. What special requests need to be considered by the College Cabinet?

- Private computer space for students to work on financial aid requirements
- With the move to early FAFSA, we need information sooner to set up the system (i.e. tuition and fee cost, scholarship availability, academic calendar), students do FAFSA in October/November then don't hear from us until February/March which creates a void
- Support of the Consumer Information Requirements
- Continued support of the admin drop/withdrawal procedure and Appeal Panel
- Thankful for consulting hours, would like to schedule consulting to improve the maximum time frame process.

New for 2018

How does my department contribute to MPCC's mission of "transforming lives through exceptional learning opportunities for individual student success?"

Answer:

We open doors to education by providing the funding students require to transform their lives. When students contact our department, we talk through their individual situations. If students fail to meet standards for financial aid, through financial aid probations, we create individual academic plans to provide students tools to help them be more successful going forward.



Mid-Plains Community College Team Report

Team Name: Learning Commons Libraries

Team Leader Name: Brenda Peters/Kim Boyer

Report Date: 2/26/20

Department Goals (3-5):

1. Promote information literacy for MPCC students
2. Support faculty by providing and promoting a variety of library services
3. Provide informational services that promote student success

Goal 1. - Promoting information literacy (Strategic Objective: 3, 4)

K.P.I. #1	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
Graduate Satisfaction Survey (out of 5)	4.25	4.11	4.11	4.25	4.17	3.85	N/A
Agent Verso (ILS) Searches	100,000	38,957	41,050	107,299	138,391	47,589	n/a
Database usage (searches)	100,000	96,899	74,056	64,605	102,949	88,195	75,511
Print circulation checkouts	4,000	5,775	6,735	5,229	4,587	3,481	3,885
Ebooks circulation (searches)	10,000	2,633	2,912	1,101	5,498	9,628	4,430
Library Instruction sessions	220	565	702	444	708	207	57

ANALYSIS: The library offers a wide variety of sources that promote the students' ability to find and evaluate information, both online and in print. Library instruction on our databases continues to be effective as shown by an increase in usage. Library instruction was done on-campus, at the Imperial campus, and at area high schools for dual-credit students. The decrease usage 2017-18 and 2018-19 is possibly a reflection of the disruption of our services during the renovation of the Learning Commons. Some library materials were not available for up to six months.

ACTION PLAN FOR NEXT YEAR: We want to meet or exceed our goals by at least 5% with continued staff training and library promotions, especially in the areas of database and ebooks availability. There is continued research into current academic library services, including the addition of the JSTOR database and the addition of several digital newspapers. HOOPLA will be added to provide more online options. With the transition from a Learning Resource Center to the Learning Commons, our staff is collaborating with each other to be prepared to offer top quality library and student success services to both students and faculty.

Goal 2 - Growing relationships with faculty to assist in realigning library services with curriculum needs (Strategic Objective: 3, 9, 10)							
K.P.I #2	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
Campus Satisfaction Survey	4.25	4.17	4.17	4.38	4.27	4.03	N/A
# Of LibGuides (pathfinders)	40	20	20	19	19	14	10
Faculty One-on-one Conversations	50	31	177				
Faculty requests for materials	\$1000	\$522.24	\$850.34	\$828.70	\$812.41	\$1,494	\$920
<p>ANALYSIS: We are unsure if faculty conversations and requests were down due to the way they were recorded or due to the fact that the librarians sent out more emails to faculty in order to keep them informed of our services. We are not receiving as many faculty requests for library materials as we have in the past, but we have been able to meet all the requests that have been submitted.</p> <p>ACTION PLAN FOR NEXT YEAR: We will continue to promote library services with even more faculty members through one-on-one conversations, library instruction information, and providing promotional material that informs faculty of what the library can offer them in the way of support. As a collaboration effort between the library and the faculty, the library would like to see one day of library instruction facilitated by the librarians added to the syllabus of classes where research papers are required. These conversations with faculty will also provide feedback on new services they would like to see the library develop, which will hopefully increase the campus satisfaction numbers.</p>							
Goal 3 - Establish the Learning Commons a support /information center (Strategic Objective: 3, 9, 10)							
K.P.I #3	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	2013-14
Increase stats for non-library related questions	300	330	825	1,265	947	187	N/A
TECNOLOGY ASSISTANCE		2,009	3,389	2,840	3,984	3,462	
Library H3lp chat	300	63	87	137	189	239	99
DOOR COUNTS	35,000 MC 35,000 NP	MC 21,784 NP 31,894	MC 41,767 NP 39,360	MC 38,219 NP 34,868	37,213 MC 37,369 NP	38,307 MC 41,987 NP	34,790 MC 50,958 NP



Mid-Plains Community College Team Report

Team Name: Learning Commons Libraries

Team Leader Name: Brenda Peters/Kim Boyer

Report Date: 2/26/20

ANALYSIS: Door counters were not working consistently due to factors outside of our control, which explains the lower numbers in those areas. Even though students and employees are not asking as many non-library related questions, they are coming into the library to study, visit, get coffee, use computers, and check out library materials. We help with many technology issues like changing passwords, connecting to Wi-Fi, formatting, copying and scanning, and downloading Office 365. If students don't go to the Welcome Center first, they are most likely coming to the Learning Commons to ask for directions or to get help with a variety of issues.

ACTION PLAN FOR NEXT YEAR: We will continue to educate library staff about college services offered by other departments to better answer student questions. We continue to educate ourselves on technology issues in order to provide assistance. Updating or replacing Libguides is a goal this year. The librarians will continue to provide a safe and welcoming space for all students, faculty, and staff to enjoy. New door counters was installed in December.

REVIEW OF PRIOR YEAR (STRENGTHS)

- What accomplishments from the last year does the team feel really proud?** We are very proud of the relationships we have developed with faculty as we encourage them to give their expert input in order to help us develop sections of the library for their use. The increased usage of our databases is encouraging.
- What accomplishments outside of the K.P.I.'s did the team have?** The staff continues to participate in learning opportunities offered by the college and by library associations. We are most proud of the move into our new space, which was done during the beginning of a semester.

GOALS FOR UPCOMING YEAR

- Will any of the goals change and why?** Goals will not change until a new library director is hired and the current staff have a chance to acclimate to the changes of combining with the Student Success Center.
- Are there any specific team goals for the next year to try to influence the Strategic Objectives?** Transitioning smoothly into the Learning Commons, while continuing to increase staff knowledge of resources and services we provide, is our team goal. We want to encourage use of the physical space of the library, yet promote our online services. Team members will continue to build relationships with our faculty.



Mid-Plains Community College Team Report

Team Name: Learning Commons Libraries

Team Leader Name: Brenda Peters/Kim Boyer

Report Date: 2/26/20

- 3. What are the major challenges the team faces (weaknesses)?** Weaknesses include both electronic resource cost increases and staffing changes. Our databases/online resource prices continue to rise and the budget remains the same. Despite all the recent changes in staff and not having a library director, our team has maintained or exceeded many goals.

OPPORTUNITIES

What opportunities does the team envision? One goal our team envisions is increased circulation of our physical items and the electronic resources to better serve our college, outlying campuses, and communities. Having genuine and required library programming on all campuses and participating dual-credit high schools would create curiosity and excitement about our libraries and promote information literacy skills. The cross-training of the combined Learning Commons staff will better provide services in our departments and facilitate/implement the Learning Commons model.

THREATS

- 1. What outside threats can affect the results from this team over the next year?** Increasing costs of library services and materials, and part-time staff turnover are two outside threats we face.

CABINET REQUESTS

What special requests need to be considered by the College Cabinet? Due to the successful launch of Hoopla, we would like to increase the available downloads to our patrons, which will increase our subscription costs. Many library materials are aging and being weeded out, especially in the Nursing Library, so we expect to have to replace a large number of books in the next year. We would like to request an update on the unfinished items at von Riesen, ask for a coffee bar in North Platte that is similar to the one in von Riesen, and to have an update on the purchase of artwork for the library walls to complete the aesthetics of both spaces.



Mid-Plains Community College Team Report

Team Name: Recruiting and Admissions
Team Leader Name: Mindy Hope
Report Date: October 2019

RECRUITING AND ADMISSIONS ROLES:

1. Increase new student enrollment.
2. Inform students in preparation for beginning college.
3. Provide collaboration college-wide for recruitment activities.

GOAL 1. – INCREASE NEW STUDENT ENROLLMENT

KEY PERFORMANCE INDICATORS	GOAL	2018-19	2017-18	2016-17	2015-16
1. FTFT HEADCOUNT	400	328	321	371	330
2. MPCC OVERALL FTE	1600	#	1441	1480	1544
3. NUMBER OF RECENT HS GRADUATES <i>Currently @ 331</i>	375	319	353	356	318
4. NUMBER INDIVIDUAL CAMPUS VISITS / NUMBER OF STUDENTS IN GROUP VISITS	275 / 650	266 / 629	283 / 648	GOAL= 250 263	Goal= 250 247
5. NUMBER OF PERSONAL VISITS TO KEY FEEDER SCHOOLS: 2-3 / SCHOOL	80				
6. NUMBER OF NON-TRADITIONAL STUDENT OUTREACH ACTIVITIES / PARTNERSHIPS	5 / 20				
7. NUMBER OF TARGETED CAMPAIGNS: HS ORGS / STRENGTHS / PARENTS / DIVISIONS	18				
8. NUMBER OF STUDENTS @ VISIT DAYS <i>*ONE MCC CANCELED - SNOWSTORM</i>	90 NP 55 MC 35	109 NP 71 MC *38	52 NP 27 MC 25	104 NP 61 MC 43	75 NP 48 MC 27
9. NUMBER HIGH-ACADEMIC STUDENTS / PRESIDENTIAL SCHOLARSHIP AWARDS	GOAL TBD CURRENTLY @ 180	104	52	26	8

ANALYSIS: The recruitment team improved relationships with a number of area schools (and key schools just outside 18 county area) this past year, which should produce results over the next couple of years. This was done with more focused HS visits, as well as through powerful connections at visit days / reg days / inter-high and other on/off-campus events.

We continue to recruit quality students and our presidential scholarships have increased again. This, in addition to improved onboarding processes and enhanced services provided by the recruiting/admissions team, assists in retention efforts, which adds to overall enrollment. Graduating high-achieving students helps aid with recruitment.

Feedback from enhanced Visit Days, Registration Days, Orientation Days, as well as additional campus visits, group tours, student panels, etc. has been outstanding, which is an indicator of quality growth, and should produce quantitative results in upcoming years.

Additionally, we know that when we have new things to talk about – it creates a buzz and aids in recruitment.

ACTION PLANS FOR NEXT YEAR:

- o See RECRUITING OVERVIEW - separate document

GOAL 2. – INFORM STUDENTS IN PREPARATION FOR BEGINNING COLLEGE						
KEY PERFORMANCE INDICATORS		GOAL	2018-19	2017-18	2016-17	2015-16
1. NUMBER STUDENTS SERVED AT REG DAYS		225	203	179	172	166
2. STUDENT SATISFACTION W / RECRUITING OUTREACH AND MATERIALS RECEIVED PER SURVEYS AT VISIT / REG DAYS / HSRVS		85% = 8+ ON A 10 POINT SCALE	Partial: 95% no HSRVs			

GOAL 3. – PROVIDE COLLABORATION COLLEGE WIDE FOR RECRUITMENT ACTIVITIES						
KEY PERFORMANCE INDICATORS		GOAL	2018-19	2017-18	2016-17	2015-16
1. INTERNAL CUSTOMER SERVICE SURVEY		3.8	TBD	4.03	4.06	3.96
2. NUMBER PERSONAL MEETINGS WITH FACULTY EACH YEAR: MIN = 2 PER DIVISION		10				

ANALYSIS: Partnerships with Academic Divisions proved helpful in creating positive relationships and successful initiatives this year. Our team also worked in partnership with Community Campuses more this past year, as well as other departments, not formerly involved in recruitment activities, which created a better culture among teams and united ideas and initiatives.

ACTION PLAN FOR NEXT YEAR:

- Be present before, (during by invitation) and after monthly faculty meetings at NP and MC.
- Share departmental plans, actions and outcomes area-wide – through VP monthly emails (Rippen Report)
- Track Faculty Involvement in Recruiting Events and use results for strategic improvement
- Continue to provide new events & recruitment opportunities and expand outreach to special populations
- Continue to enhance partnerships with Community Campuses
- Continue to increase involvement of other departments, as per their interest / ability, to form more cohesive and unified efforts for student recruitment, retention and success.



Mid-Plains Community College Team Report

Team Name: Student Life - Residence Life

Team Leader Name: Dr. Brian Obert

Report Date: 8/19/19

RESIDENCE LIFE GOALS:

1. TO PROVIDE RESIDENTS WITH SAFE, COMFORTABLE HOUSING THAT ENABLES A QUALITY LIVING-LEARNING ENVIRONMENT
2. TO MAINTAIN UPDATED, CLEAN, AND APPEALING FACILITIES FOR RESIDENTS
3. TO SERVE AS GOOD STEWARDS OF MID-PLAINS COMMUNITY COLLEGE RESOURCES
4. TO PROVIDE QUALITY FOOD SERVICE TO THE MPCC COMMUNITY

RESIDENCE LIFE GOAL 1. - TO PROVIDE RESIDENTS WITH SAFE, COMFORTABLE HOUSING THAT ENABLES A QUALITY LIVING–LEARNING ENVIRONMENT							
RESIDENCE LIFE GOAL 1 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
1. COMPLETER REPORT – FULFILLED INDIVIDUAL NEEDS – HOUSING (5 POINT SCALE)		3.8	DATA NOT AVAILABLE	4.12	3.96	3.58	3.67
ANALYSIS							
<ul style="list-style-type: none"> Residence Life increased our “fulfilled individual needs” score during the 2017-2018 school year. Both campuses have adjusted to balance enforcing rules while also being available to assist students who have questions or concerns. Residence Life has also matured in our implementation of an educationally based model for Code of Conduct sanctions for violations. 							
ACTION PLAN FOR NEXT YEAR:							
<ul style="list-style-type: none"> Continue use of data informed decisions as well as formal and informal discussions with students to determine needs and wants. Will continue to have once a semester open forums with residents about Residence Life experiences and suggestions for improvement. 							
RESIDENCE LIFE GOAL 1 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
2. RESIDENCE LIFE SURVEY Q9 – HOW WAS YOUR OVERALL EXPERIENCE LIVING IN YOUR RESIDENCE HALL (4 POINT SCALE)		3.3	3.18	3.16	3.31	3.16	3.14
MCCOOK		3.3	3.19	3.17	3.19	3.27	3.12
NORTH PLATTE NORTH		3.3	3.16	3.15	3.44	3.06	3.29
NORTH PLATTE SOUTH		3.3	3.16	3.15	3.44	3.06	3.11
ANALYSIS							
<ul style="list-style-type: none"> Responses to this question were similar to those in 2017-18. When looking at the 5-year trend for McCook in 15-16 and NP in 16-17 those numbers may have spiked due to the remodel and updates to facilities and furniture. McCook was over capacity to start the 2017-18 year this required triple rooms in Brooks Hall and housing in a hotel for about eight students for the first part of the fall semester. This also may have affected student responses. 							
ACTION PLAN FOR NEXT YEAR:							
<ul style="list-style-type: none"> As Student Life continues to fill recently vacated positions, we hope to bring in new ideas and new energy to improve the overall residence life experience for our students in 2019-20. 							
RESIDENCE LIFE GOAL 2. - TO MAINTAIN UPDATED, CLEAN, AND APPEALING FACILITIES FOR RESIDENTS							

RESIDENCE LIFE GOAL 2 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
3. HOUSING SURVEY Q8 – MY RESIDENCE HALL FACILITIES ARE WELL MAINTAINED (4 POINT SCALE)		3.35	3.15	3.19	3.33	3.13	3.22
MCCOOK		3.35	3.08	3.15	3.30	3.19	3.10
NORTH PLATTE NORTH		3.35	3.21	3.23	3.36	3.09	3.29
NORTH PLATTE SOUTH		3.35	3.21	3.23	3.36	3.10	3.31

ANALYSIS

- This is the second year we have seen a decline in our scores in this area. I have not seen a decline in the facilities or the quality of work done by the Physical resources team, yet our scores indicate less satisfaction over the last two years.
- North Platte North - While some facilities have been upgraded, those that have not been upgraded appear to be in that much poorer condition in comparison.

ACTION PLAN FOR NEXT YEAR:

- Will highlight changes and improvements to facilities during first floor meetings and as changes happen over the course of the year. For example, communicate that roller shades have been installed on all windows in Brooks Hall replacing outdated drapes.
- North Platte will continue remodel of North Campus units (8 beds in 2019-20).
- Will focus on updating South Campus furnishings over the next two years.
- McCook is taking one house (3 beds) off-line for 2019-20 for renovation.

RESIDENCE LIFE GOAL 3 - TO SERVE AS GOOD STEWARDS OF MID-PLAINS COMMUNITY COLLEGE RESOURCES

RESIDENCE LIFE GOAL 3 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
4. AVERAGE HOUSING OCCUPANCY PERCENTAGE (INCL. PARAMEDIC HOUSING) (FA W2+SP W16)/2		85%	80.7%	83.2%	82.7%	80.3%	76.3%
MCCOOK		90%	85.9%	95.0%	98.1%	96.2%	83.9%
NORTH PLATTE NORTH		75%	91.3%	81.9%	56.9%	44.0%	52.6%
NORTH PLATTE SOUTH		85%	69.5%	69.5%	76.4%	77.3%	77.6%

ANALYSIS

- The dip in the Residence Life Housing Occupancy for 2018-19 to 80.7% is the result of a combination of factors.



Mid-Plains Community College Team Report

Team Name: Student Life - Residence Life

Team Leader Name: Dr. Brian Obert

Report Date: 8/19/19

- Residence Life holds beds for all sports to ensure that each athlete has a bed on campus. We saw a decline in the number of rodeo athletes housed in North Platte. This resulted in 9 beds going unused that have been used over the last 3 years.
- We have seen an increase in local students enrolling in classes and choosing to stay at home rather than living on campus. So, while our enrollment has held steady or slightly increased, out housing occupancy declined. Indications are that this trend will continue for 2019-20.
- MCC - The purchase and completion of houses allowed MCC to have a permanent option for the additional demand of students as opposed to hotel and rental property options. Currently, MCC appears to have the appropriate number of beds to meet our demand.
- NPCC - Continued use of 18 County Discount and Spring Beginnings played a role in increased NP housing occupancy. NPN remodel has helped make north campus more desirable as well as giving housing location preferences to residents who complete their contracts and deposits early.

ACTION PLAN FOR NEXT YEAR:

- For the next year, we will promote and market living on campus to local residents and those not required to live on campus to increase our occupancy.
- North Platte will continue to utilize the 18 County Discount. McCook will evaluate the impact of offering the 18-county discount as well.

RESIDENCE LIFE GOAL 4. – TO PROVIDE QUALITY FOOD SERVICE TO THE MPCC COMMUNITY

RESIDENCE LIFE GOAL 4 - K.P.I.		GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
5. HOUSING SURVEY 3 – QUALITY OF FOOD (5 POINT SCALE) - AREA FOOD SERVICE		3.0	3.2	2.86	2.95	2.88	2.92
MCCOOK FOOD SERVICE		2.8	2.73	2.57	2.7	2.54	2.39
NORTH PLATTE FOOD SERVICE		3.2	3.67	3.15	3.2	3.22	3.45

ANALYSIS

- Student ratings of the Quality of Food have been consistent the previous four years. In 2018-19 there was a change in management structure with McCook and North Platte each having a Food Service Director specific to their campus. Anecdotal research has suggested that this change has improved the quality of service for our students. Quantitatively, there is evidence to support that belief.
- McCook service numbers reached the highest quality score seen in the last five years. The McCook Food Service Director, Susan, has been responsive and willing to make changes to improve the quality of food. The temperature of food seems to be the issue that bothers students



Mid-Plains Community College Team Report

Team Name: Student Life - Residence Life

Team Leader Name: Dr. Brian Obert

Report Date: 8/19/19

the most. We are working on getting heat lamps installed on the steam table to address this issue. We hope to see scores closer to the North Plate scores in the future.

- North Platte also reached the highest score it has seen on the last five years for quality of food. North Platte's Food Service Director, Cindy, has also been responsive to requests and suggestions for improvement.

ACTION PLAN FOR NEXT YEAR:

- In 2018-19, we scheduled meetings between campus food service directors and student senate to improve communication and build connections between these groups. We believe there have been positive outcomes from this and will continue the practice in 2019-20.

HOW DOES MY TEAM CONTRIBUTE TO MPCC'S MISSION OF 'TRANSFORMING LIVES THROUGH INDIVIDUAL OPPORTUNITIES FOR INDIVIDUAL STUDENT SUCCESS?

- MPCC Housing and Residence Life is often a student's first opportunity to live independently. It is often their first opportunity to live in a community that has different norms than their home environment. We provide a safe place for students to learn to live as an individual in a community. The majority of our students have no issues, but for those who struggle living independently in a community, Student Life provides the educational opportunities to help these students identify appropriate boundaries. We also provide leadership opportunities for about 20 students each year as Resident Assistants.

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments outside of the K.P.I.s did the team have?

- Despite a decline in the Average housing occupancy for 2018-19, both campuses managed to keep the students we had at record levels. Area-wide, MPCC retained 285 of 314 residents or 6.4% more of our students through the end of the spring semester than in 2017-18 (291 of 345 retained).
- Continued to upgrade facilities and furniture on both campuses.
- Improved use of data to make informed decisions to benefit resident experience.

GOALS FOR UPCOMING YEAR

1. Will any of the K.P.I. goals change and why?

- We removed goals related to understanding other cultures and persistence as they seemed to be a better fit for other reports.

2. What are the major challenges the team faces (weaknesses)?

- Consistency in the application and accountability for MPCC Residence Life policies by Residence Life and Security staff. Each year, Residence Life asks our residents in McCook and North Platte to rate RA staff and Security staff on "they enforce policies consistently". Over the last two years, North Platte scores have dropped significantly. Part of this is philosophical differences in how to manage Residence Life policy by the Deans. With new staff, comes opportunities to shape consistency across both campuses. The Athletic Curfew is a policy implemented in North Platte around the same time these scores began to decline. We will look to remove policies that requires Residence Life and security staff to enforce different standards within our student communities to try to rectify these changes.



Mid-Plains Community College Team Report

Team Name: Student Life - Residence Life

Team Leader Name: Dr. Brian Obert

Report Date: 8/19/19

- With the increase in facilities and students at McCook it puts a strain on the Physical Resources team and will need to look at what additional support they need whether it is process, staff, budget, or other.

OPPORTUNITIES

1. What opportunities does the team envision?

- The addition of themed housing such as honors, Student Senate, or by academic degree.
- Continued advances in data-informed decision-making practices.
- In 2019-20, Residence Life Directors will implement the Jenzabar One Residence Life and Judicial Module upgrades. These will improve efficiency, quality of life for students, and accuracy in record keeping.
- Residence Life Assistant / Assistant Coaches will be an excellent opportunity to address a need for residence life staff and easing the on-call rotation burden; testing innovations in how we address security on campus; and creating more palatable opportunities for assistant coaches at MPCC.

THREATS AND REQUESTS

1. What outside threats can affect the results from this team over the next year?

- Furnishing and equipment degrade over time and create students dissatisfaction with facilities. Developing a comprehensive furniture/equipment replacement program will minimize this threat to student's satisfaction. We started fully implementing the plan during the 17-18 school year but there is a learning curve to this.
- Outdated heating and A/C equipment in McCook has caused problems with getting equipment repaired. While there is a plan to get the equipment replaced, it will take a few years and continued issues will impact student satisfaction.

2. What special requests need to be considered by the College Cabinet?

- Upgrades to video equipment will improve security on campus and minimize risk to safety of our students in key areas such as the computer lab and laundry facilities.
- Adding laundry facilities to D street Housing in McCook will be a focus for facilities upgrades in 2019-20.



Mid-Plains Community College Team Report

Team Name: Student Life Student Activities and Student Organizations – 2017-18

Team Leader Name: Dr. Brian Obert

Report Date: 2/6/19

STUDENT ACTIVITIES AND STUDENT ORGANIZATIONS (SA/SO) GOALS:

1. TO CREATE A VIBRANT CAMPUS EXPERIENCE FOR MPCC STUDENTS BY PROVIDING OPPORTUNITIES FOR STUDENTS TO CREATE AND PARTICIPATE IN NUMEROUS, QUALITY STUDENT ACTIVITIES AND ORGANIZATIONS
2. TO OFFER PROGRAMS THAT PROMOTE 1) SOCIAL ENGAGEMENT, COMMUNITY BUILDING, & MPCC TRADITIONS; 2) HEALTH, WELLNESS, & INTRAMURAL ACTIVITIES; AND 3) LEADERSHIP, CITIZENSHIP, & UNDERSTANDING CULTURAL DIFFERENCES
3. TO SERVE AS GOOD STEWARDS OF MID-PLAINS COMMUNITY COLLEGE RESOURCES
4. TO SUPPORT MID-PLAINS COMMUNITY COLLEGE STUDENTS IN PERSISTING TO ACHIEVE THEIR EDUCATIONAL GOALS

	SA/SO GOAL 1. - TO CREATE A VIBRANT CAMPUS EXPERIENCE FOR MPCC STUDENTS BY PROVIDING OPPORTUNITIES FOR STUDENTS TO CREATE AND PARTICIPATE IN QUALITY STUDENT ACTIVITIES AND ORGANIZATIONS								
SA/SO GOAL 1 - K.P.I.		AQIP CATEGORY	2018-19 GOAL	2018-19	2017-18	2016-17	2015-16	2014-15	
1. STUDENT ACTIVITIES AND STUDENT ORGANIZATIONS ANNUAL REPORT - AVERAGE NUMBER OF ACTIVITIES AVAILABLE PER WEEK – COMBINED	NA	14.1	13.1	14.25	14.1	15.64	11.3		
MCCOOK		7.0	5.5	7.05	7.25	9.03	6.03		
NORTH PLATTE		7.0	7.5	7.19	6.75	6.46	5.28		
EXTENDED CAMPUSES		.1	.1	.1	.1	.15	0		
ANALYSIS <ul style="list-style-type: none"> Previous Student Life Student Activities and Student Organizations Report Delivered for 2017-2018 year. Data for 2018-19 year is as of Feb 1, 2019. Opportunities for campus events are available. Our goal is to average one event per day all year. Historically, we meet this goal. In 2018-19, McCook made some changes to the RA Programming model and went a few weeks without an Intramurals coordinator leaving McCook a bit behind its annual goal. McCook also had some student feedback on cultural events held on campus, specifically on having classes on MLK Day. There was a group of 10 students who expressed interest in creating a plan for next year's MLK Day events. Will try to build from this to improve long-term student satisfaction with cultural programming. ACTION PLAN FOR NEXT YEAR: <ul style="list-style-type: none"> Use data from 2018-19 to establish goals for 19-20. Look to identify and market off-campus community events to MPCC students. Continue to build a relationship with Fellowship of Christian Athletes in McCook and encourage MPCC affiliation. 									
	SA/SO GOAL 1 - K.P.I.		AQIP CATEGORY	2018-19 GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
	2. CCSSE 9E. PROVIDING THE SUPPORT YOU NEED TO THRIVE SOCIALLY		NA	2.35	N/A	2.26	N/A	2.31	N/A
ANALYSIS <ul style="list-style-type: none"> MPCC's most active Student Organizations went to a conference in 17-18. International Club, PTK, PBL, NAfME have hosted activities on campus including: Bake Sales, Pink-out, Blue-Out, Purple-Out, Bloodmobile, etc. Will continue to encourage organizations to do more on-campus programs. MPCC scored in line with Small College Peers (2.29). 									

	<p>ACTION PLAN FOR NEXT YEAR:</p> <ul style="list-style-type: none"> Continue to use Student Senate to implement transparent, student-driven process to allocate funds for student organization campus events and conference travel. Per Cabinet, Student Life implemented the requirement that Student Organizations Funds pay for one advisor to travel to conferences. There was an additional cost to implementation, but no significant issues in 2017-18. Requirement for one representative from each student organization at each Student Senate meeting as a prerequisite for funding programs and travel has been effective and increased student representation at Senate. Will continue to try to connect Fellowship of Christian Athletes to McCook campus. There are approximately 25-30 students who regularly participate in this group. Would like to provide them official MPCC support and the benefits that come with official recognition. 						
SA/SO GOAL 2. - TO OFFER PROGRAMS THAT PROMOTE 1) SOCIAL ENGAGEMENT, COMMUNITY BUILDING, & MPCC TRADITIONS; 2) HEALTH, WELLNESS, & INTRAMURAL ACTIVITIES; AND 3) LEADERSHIP, CITIZENSHIP, & UNDERSTANDING CULTURAL DIFFERENCES							
SA/SO GOAL 2 - K.P.I.	AQIP CATEGORY	2018-19 GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
3. STUDENT ACTIVITIES AND STUDENT ORGANIZATIONS ANNUAL REPORT – TOTAL NUMBER OF PROGRAMS OFFERED AREA-WIDE (INCLUDES ATHLETICS, RA EVENTS, AND INTRAMURALS)	NA	290	242	384	447	369	
SOCIAL ENGAGEMENT, COMMUNITY BUILDING, & MPCC TRADITIONS PROGRAMS OFFERED (INCLUDES ATHLETICS AND RA EVENTS)		190		233	263	241	
HEALTH AND WELLNESS PROGRAMS & INTRAMURAL ACTIVITIES PROGRAMS OFFERED (INCLUDES RA EVENTS)		70		186	71	54	
LEADERSHIP, CITIZENSHIP, & UNDERSTANDING CULTURAL DIFFERENCES PROGRAMS OFFERED (INCLUDES RA EVENTS)		30		119	113	74	
<p>ANALYSIS</p> <ul style="list-style-type: none"> Currently, only three years of data has been collected. No comparative data available. Eventually, this data will allow Student Life to assess the number of student activities available to MPCC students. Some student program have multiple purposes and fall under multiple categories. The top row lists number of programs. The bottom three rows are categories addressed by programs. While we program to address critical student growth and development issues, attendance at these events is not always what we would like to see. <p>ACTION PLAN FOR NEXT YEAR:</p> <ul style="list-style-type: none"> Continue to effectively use Social Media, Weekly Newsletters, Flyers, Tinkle Times, and other tools for marketing. Kiosks have been a great addition. Will look to expand their usage. Will create a group to focus on Student Programming in spring of 2019 to find out how MPCC can get more student participation and buy-in. 							



Mid-Plains Community College Team Report

Team Name: Student Life Student Activities and Student Organizations – 2017-18

Team Leader Name: Dr. Brian Obert

Report Date: 2/6/19

- | | |
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| | <ul style="list-style-type: none">Road Trip program sent approximately 50 students from McCook and North Platte to the Omaha Zoo in 2017-18. Planning for trip to Denver in spring 2019. |
|--|--|

SA/SO GOAL 3 - TO SERVE AS GOOD STEWARDS OF MID-PLAINS COMMUNITY COLLEGE RESOURCES

SA/SO GOAL 3 - K.P.I.	AQIP CATEGORY	2018-19 GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
4. STUDENT ACTIVITIES AND STUDENT ORGANIZATIONS ANNUAL REPORT – FUNDS ALLOCATED BY STUDENT SENATE TO STUDENT ORGANIZATIONS – AREA-WIDE	NA	\$30,000	\$10,000	\$29,540	\$36,619	\$29,651	\$30,000
MCCOOK		\$15,000	\$6,000	\$18,798	\$20,521	\$16,926	\$14,000
NORTH PLATTE		\$15,000	\$4,000	\$10,742	\$16,098	\$12,725	\$16,000

ANALYSIS

- Most student proposals for travel are funded at about 80% by Student Senate.
- PTK is the most consistent user of funds on both campuses. McCook PBL and North Platte Nursing Organizations are also consistent users of funds.

ACTION PLAN FOR NEXT YEAR:

- No change. Will seek to maintain consistent fund usage.

SA/SO GOAL 4. – TO SUPPORT MID-PLAINS COMMUNITY COLLEGE STUDENTS IN PERSISTING TO ACHIEVE THEIR EDUCATIONAL GOALS

SA/SO GOAL 4 - K.P.I.	AQIP CATEGORY	2018-19 GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
5. OFFICE OF INSTITUTIONAL RESEARCH & PLANNING; PERSISTENCE DATA DATABASE - FALL TO SPRING STUDENT PERSISTENCE	NA	87.5%	87.2%	86.0%	81.1%	83.8%	77.4%



Mid-Plains Community College Team Report

Team Name: Student Life Student Activities and Student Organizations – 2017-18

Team Leader Name: Dr. Brian Obert

Report Date: 2/6/19

ANALYSIS

- While Student Life is not solely responsible for persistence, Student Life has more contact with residential students than any other body on campus. In playing such a large role in student's lives, we have a large stake in the persistence of our residents.

ACTION PLAN FOR NEXT YEAR:

- Continue to engage residents through student activities and student organizations.
- Seek to be more collaborative with other departments on campus.

REVIEW OF PRIOR YEAR (STRENGTHS)

1. What accomplishments outside of the K.P.I.s did the team have?

- Augie Sanchez went on a trip to Ireland as a precursor to developing study abroad opportunities for MPCC students. No timeline established yet for study abroad travel.
- MPCC Road Trip Omaha was successful collaboration between campuses and opportunity for students to explore regional activities and culture.

GOALS FOR UPCOMING YEAR

1. Will any of the K.P.I. goals change and why?

- Student Life reviewed its KPI's. We do not anticipate changes to KPIs in the immediate future.

2. What are the major challenges the team faces (weaknesses)?

- 2017-18 saw campus activity numbers hold steady. Cultural and Diversity Programming is always difficult in the area. Programming is offered, but not well attended. Many of our students with cultural backgrounds and beliefs different from those found in our homogenous region have expressed dissatisfaction. Will explore these issues in a focus group on both campuses.

OPPORTUNITIES

What opportunities does the team envision?

- Continued partnerships with other departments and community events to keep programming costs down. An example is the partnership between Student Activities and Learning Resource Center in passive programming to create programming for North Platte campus residents and non-traditional students.
- We are exploring partnerships with other Nebraska Community Colleges and local K-12 schools, but this is in its early stages and benefits are not expected immediately.
- Renewing partnership with local movie theaters for a regular college movie night.

THREATS AND REQUESTS



Mid-Plains Community College Team Report

Team Name: Student Life Student Activities and Student Organizations – 2017-18

Team Leader Name: Dr. Brian Obert

Report Date: 2/6/19

1. What outside threats can affect the results from this team over the next year?

- Student Orgs are successful because of quality advisors. I'd like to encourage some of our faculty members to advise an old organization or create a new one. I fear we are losing advisors in the next couple years that may be tough to replace.

2. What special requests need to be considered by the College Cabinet?

- Investigate vendors that offer ability to swipe student ID Cards at key locations that impact retention: LRC, SSC, Student Activities, Student Organization events, Academic Advising, etc. This data will be able to give us next level retention data on relationships between student usage and persistence, graduation, satisfaction, GPA, etc.

MPCC General Education and Degree Program Outcomes

- Effective written communication skills
- Effective oral communication skills
- Mathematics skills
- Scientific Inquiry skills
- Information literacy competencies
- Cultural awareness
- Critical thinking skills



Mid-Plains Community College Team Report

Team Name: Student Success Center

Team Leader Name: Bobbi Muehlenkamp

Report Date: November 6, 2019

STUDENT SUCCESS CENTER GOALS:

1. TO PROVIDE QUALITY ACADEMIC SUPPORT SERVICES TO MPCC STUDENTS.
2. TO SUPPORT MPCC STUDENTS IN THEIR PERSISTENCE TOWARD DEGREE COMPLETION.
3. TO PROVIDE QUALITY SERVICE TO STUDENTS AND INTERNAL PARTNERS
4. TO ASSIST MPCC STUDENTS IN THEIR TRANSITION TO COLLEGE LIFE

STUDENT SUCCESS CENTER GOAL 1. – TO PROVIDE QUALITY ACADEMIC SUPPORT SERVICES TO MPCC STUDENTS							
STUDENT SUCCESS CENTER GOAL 1 - K.P.I.	STRATEGIC OBJECTIVE	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
1. STUDENT-TUTOR CONTACT HOURS (ON-SITE)	10	1200	442	683	1057	557	392
2. STUDENT-TUTOR CONTACT HOURS ON-LINE (BRAINFUSE)	10	400	229	529	343	72	NA
3. CCSSE 9B: HOW MUCH DOES THIS COLLEGE EMPHASIZE PROVIDING THE SUPPORT YOU NEED TO HELP YOU SUCCEED AT THIS COLLEGE (1 = Very little, 2 = Some, 3 = Quite a bit, 4 = Very much)	10	3.2	3.08	NA	3.11	NA	2.92
4. CCSSE 12.1D: HOW OFTEN DO YOU USE PEER OR OTHER TUTORING (0= Never, 1 = 1 time, 2 = 2-4 times, 3 = 5 or more times)	10	1.0	.44	NA	.54	NA	**

**** A different response scale was used in the 2015 CCSSE so there is no comparison available.**

ANALYSIS

- The data for student-tutor contact hours reflects only NPCC numbers prior to 2016-17.
- Brainfuse usage decreased from last year's extensive use by a few "power users" since we've implemented a monthly limit. Our goal is 400 hours per year because that is what we plan to purchase each year at this point in time.

ACTION PLAN FOR NEXT YEAR

- We will continue to track contact hours consistently for all campuses for both on-site and on-line tutoring through Brainfuse. Numbers for 2016-17 were elevated due to a large number of tutors hired at McCook. Brainfuse numbers were elevated in 2017-18 due to a few "power users". Since then we've limited students to 8 hours per month but they can request more.
- We will continue work to ensure that NPCC & MCC are providing the same services using the same procedures in the new Learning Commons.
- We analyzed the responses to items 3 & 4 from the CCSSE. Students self-reporting a "C" average GPA were the most likely to utilize tutoring with 37% reporting that they had used tutoring.

Student Success Center Goal 2. - To support MPCC students in their persistence toward degree completion.							
Student Success Center Goal 2 - K.P.I.	Strategic Objective	Goal	2018-19	2017-18	2016-17	2015-16	2014-15
1. Course Completion Success Rates (Data Collected in Fall Terms Only)	10	85% 15%	ABC 83% Non-success 17%	ABC 82% Non-success 18%	ABC 83% Non-success 17%	ABC 80% Non-success 20%	ABC 82% Non-success 18%
2. Course Completion Non-Success Breakout (Fall Terms Only)	10	50% 50%	D,F,I,NP 54% W 46%	D,F,I,NP 58% W 42%	D,F,I,NP 56% W 44%	D,F,I,NP 56% W 44%	D,F,I,NP 65% W 35%
3. First Day No Shows (# Students Reported)	10	200	206	255	241	272	NA
4. Early Alerts (# of Reports)	10	400	334	329	NA	169	134
5. Fall-to-Fall Retention	10	70%	62% FT 25% PT	63% FT 25% PT	67% FT 28% PT	60% FT 44%PT	59%FT 32% PT
6. Three-Year Graduation Rate	10	40%	48%	35%	34%	35%	33%
7. Community College Success Rate	10	60%	70%	57%	59%	57%	54%

ANALYSIS

- Part-time retention data is for part-time degree-seeking students only. We know that our part-time students usually have other responsibilities in their lives and there are reasons why they are part-time, but this is an area where we continue to look for improvement.
- Our goal for course completion rates is that ABC% would go up. On the non-success side, our goal is that D,F,I,NP% would go down and W% would go up.

Action Plan for Next Year

- We are testing our AQIP project to redesign Early Alerts with a few instructors. The testing began in Spring 2019. After some enhancement requests resulting from faculty feedback, we are running another round of testing with those same instructors this Fall.
- Our new Early Alert process will streamline reporting not only for faculty but will also provide useful data for Student Success. It will also eliminate the need for paper Athletic Grade checks. We hope that participation in Early Alerts will continue to improve.
- Would like to find a way to report successful interventions resulting from Early Alert contact (improved grades, course withdrawal). We had 156 students of concern reported, just during the Spring soft launch.
- We will use DFW data collected to plan for tutoring in subjects where students struggle.
- We plan to focus on building a community of part-time, commuter, non-traditional and military students to help increase their sense of belonging to campus and their retention and persistence toward graduation. Military Services committee was the first step in this process.

STUDENT SUCCESS CENTER GOAL 3. – TO PROVIDE QUALITY SERVICE TO STUDENTS AND INTERNAL PARTNERS							
STUDENT SUCCESS CENTER GOAL 3 - K.P.I.	STRATEGIC OBJECTIVE	GOAL	2018-19	2017-18	2016-17	2015-16	2014-15
1. GRADUATE EXIT SURVEY – RATE SERVICES AS TO HOW WELL THEY FULFILL YOUR INDIVIDUAL NEEDS (5.0 SCALE)	10	4.0	4.36	4.34	4.26	4.21	NA
2. INTERNAL CUSTOMER ENGAGEMENT SCORE (5.0 SCALE)	10	4.0	NA	4.08	4.27	NA	4.0
3. CCSSE 12.2D: HOW SATISFIED ARE YOU WITH PEER OR OTHER TUTORING (3.0 SCALE)	10	2.0	1.31	NA	1.20	NA	1.23

ANALYSIS

- In the Graduate Exit Survey this year where students rated how well we met their individual needs, we were number two (behind library/media materials) among all of Student Services.
- We strive to provide dependable, high-quality service to faculty and students.

ACTION PLAN FOR NEXT YEAR:

- We will continue to measure our effectiveness in serving the students and supporting the faculty and other internal partners.
- We plan to implement a tutoring assessment plan in the future to give us a clearer picture of student satisfaction beyond CCSSE item 12.2D so that we can plan improvements to those services.

Student Success Center Goal 4 - To Assist MPCC Students in Their Transition to College Life							
Student Success Center Goal 4 - K.P.I.	Strategic Objective	Goal	2018-19	2017-18	2016-17	2015-16	2013-14
1. BRIDGE TO SUCCESS – MEAN ENGL 0990 GRADE	10	3.5	3.64	3.25	4.0	NA	NA
2. BRIDGE TO SUCCESS – FALL TO SPRING RETENTION	10	90%	82%	92%	88%	NA	NA
3. BRIDGE TO SUCCESS – FALL TO FALL RETENTION	10	70%	55%	54%	63%	NA	NA
4. BRIDGE TO SUCCESS – TWO-YEAR GRADUATION RATE	10	50%	TBD	46% (22% non-BTS)	25% (21% non-BTS)	NA	NA

ANALYSIS

- Bridge to Success is in its fourth year at McCook and second year at North Platte and success rates are high, especially when you consider the academic challenges of the target student population.

ACTION PLAN FOR NEXT YEAR:

- We are looking at implementing a Peer Mentoring program and a First Gen Campaign in the Fall 2020. We are also talking about BridgePlus, which would be an opportunity for sophomore Bridge students to complete another Gen Ed course in a short-term time frame.
- We have discussed a “Bridge Plus” program where second-year Bridge students (or others) could come back two weeks early to campus and complete an additional General Studies course needed for graduation.
- We have started reporting two-year graduation rates (rather the three-year) for Bridge to Success. We are also looking at other ways to report that data as we continue to gather more data points from this population.
- Janelle Higgins (NP Student Success Coach) and Bobbi Muehlenkamp are partnering with Nursing faculty to start some early interventions and resources for Nursing students to teach them study skills, reading comprehension, note-taking, test taking skills, recall and soft skills such as treating others with respect, eye contact, and listening skills. Nursing faculty find that students often come out of high school with straight A's but have no idea how to study and are not prepared for the intensity of Nursing school.

REVIEW OF PRIOR YEAR (STRENGTHS)

What accomplishments outside of the K.P.I.s did the team have?

- We've done a lot of analysis of SSC procedures at both campuses as we try to operate very similarly for consistency of services to students and faculty.
- We've worked to improve communication between the McCook & North Platte SSCs on student & faculty services.
- Study hours continue to increase on both campuses. Study hours at McCook are tracked by the Student Success Center. Study hours at North Platte were previously tracked by individual coaches but with the addition of Janelle Higgins to our team, these are now tracked by Student Success.
- Learning Commons staff have bought-in and become excited about the physical changes to the space. Lots of feedback has been shared as we've begun operating in the space.

GOALS FOR UPCOMING YEAR

Will any of the K.P.I. goals change and why?

- Online tutoring tracking numbers will improve.
- Administrative Drop & Withdrawal calls to yield results in order to become proactive.
- We will track the number of sections reporting FDNS & EA, rather than just numbers of faculty participating.
- We will need to find a way to measure the effectiveness of new mentoring approaches.

What are the major challenges the team faces (weaknesses)?

- Getting students to use the Student Success Centers, both for tutoring services as well as studying individually or in groups.
- Getting buy-in from faculty for Early Alerts; hoping to improve this through AQIP Early Alert Remodel project.
- Developing new mentoring plan; Buy-in for the new approach to mentoring by faculty, coaches and students.
- Merging staff and services into the new Learning Commons.

OPPORTUNITIES

What opportunities does the team envision?

- Implement assessment tools throughout school year to assess effectiveness of SSC.
- Continue cross-training the staff for The Learning Commons.
- The physical changes to the Learning Commons have created a more open, welcoming space for students to come in to study or hang out between classes. Traffic and tutoring numbers are up due to the new space.
- With the new Learning Commons merger, we will be able to become more sufficient with less staff. As part-time staff leave our employment, we could look at the possibility of not re-filling those positions, thereby saving payroll dollars.

THREATS AND REQUESTS

What outside threats can affect the results from this team over the next year?

- Changes in legislative mandates toward education
- Budget cuts
- Recruiting challenges
 - Increase in student enrollment: challenge for the SSC to maintain
 - Decline in student enrollment: usage of SSC numbers fall

What special requests need to be considered by the College Cabinet?

- At this point, we just have a few more pieces of furniture and technology to complete the McCook Learning Commons.

How does my job/department/team contribute to MPCC's mission of "transforming lives through individual opportunities for individual student success?"

Answer:

We are passionate about Student Success—it is in our name. We strive to provide as many opportunities as we can for students to be successful, through quiet study spaces, group study opportunities, access to technology such as computers and printers, tutoring services both in-person and online, and test proctoring. We, in partnership with Disability Services, offer opportunities for students with accommodations to test or study in an environment that addresses their individual needs. We are always looking for ways to improve our existing services or to offer new services to help students be successful at Mid-Plains Community College and in life beyond our walls.

Learning Commons staff members are engaged in the campus community, offering their time and energy to other causes, committees and opportunities outside of the Learning Commons, which helps with relationship-building among students and staff, and familiarity when students come in to the Learning Commons. These relationships help students feel less timid about asking for assistance when they need it.