

# PLANNING/OUTCOMES DOCUMENT

<b>Name of person(s) completing this form:</b>	Connie Haire	<b>Curriculum/Department:</b>	Macon Campus
<b>Purpose/Mission Statement</b>		<b>Vision Statement, 3-5 years</b>	
<p>To position and develop the Macon Campus as the college in Macon County through leadership, provision of credit and non-credit programs, partnerships with public schools and the community.</p> <p>To foster support for SCC through planning , effective public relations/marketing, internal and external communications, comprehensive resource development with friend raising, fund raising, and grant writing.</p> <p>To maintain and strengthen partnerships with public schools and the community.</p>		<p>SCC is the higher education institution of choice in the region with a focus on making the Macon Campus THE college for Macon County.</p>	
<b>Departmental Strengths</b>		<b>Departmental Weaknesses</b>	
<p>Experienced and highly qualified staff with track records of success.</p> <p>Energetic and enthusiastic staff who are committed to students and the college.</p> <p>“Can do” attitude among staff.</p> <p>Strong partnerships with public school partners (NCS, GU, UB, ECHS)</p>		<p>New campus development is a new experience for the college and staff.</p> <p>Need for improved coordination of public school partnership programs with the entire college.</p>	
<b>Departmental Opportunities</b>		<b>Departmental Threats</b>	
<p>To grow program offerings and attendance at Macon Campus to achieve campus status funding.</p> <p>Expand the strong support among citizens and governments in Macon County.</p> <p>Participation in Macon Early College.</p> <p>Moving into the first building on the new campus January 2007.</p>		<p>Insufficient funding for equipping and furnishing the Macon Campus.</p> <p>Need for additional faculty/staff as programs grow at Macon Campus.</p> <p>Need for additional funds for marketing and public information.</p> <p>Unanticipated needs at new building.</p>	
College Goals	2005-2006 Department Outcomes/Goals	Success Criteria (Method for measuring extent to which outcome is achieved)	Plan of Action (including resources needed)
	1. Provide leadership for establishment of Macon Campus.	<p>Enrollment increase at Macon Center;</p> <p>Increase credit offerings 2005-06;</p> <p>Monitor progress on new building;</p> <p>Lead outreach in community to gain support for SCC and Macon Campus.</p> <p>Participate in planning for Macon Early College to start Fall 2006.</p>	<p>Coordinate with academic/student services division and PIOs to promote course offerings in Macon community.</p> <p>Work with SCCF director and president to give folks an opportunity to invest in Macon Campus building; develop plan for investment in various parts off building; create promotional piece(s); host series of luncheon meetings with selected donors.</p> <p>Attend planning meetings for ECHS as called. Help craft contingency plan in MC is not complete by beginning of fall term 06.</p>
	2. Partner with public schools to increase college-going rate among high school students in service area.	<p>Implement new GU grant which starts with 6<sup>th</sup> and 7<sup>th</sup> grade cohorts that progress with additive cohorts each year.</p> <p>Continue NCS program.</p> <p>Support UB grant program for high</p>	<p>Orientation with public school partners; hiring of director, coordinators, administrative assistant, resource teachers, and tutors.</p> <p>Orientation for director; set up office at Macon Annex; provide guidance for director for 1<sup>st</sup> year.</p>

		schoolers.	Support UB staff. Make sure the GU99-05 final report filed on time.
	3. Continue RCCI project with HCC, TCCC to provide customer service training in 7 western counties.	One training session provided in each county during the 05-06 year.	Coordinate with HCC/TCCC to create outreach plan and implement that plan. Contract training and /or work with CE to provide training. Coordinate with local and regional travel/tourism organizations for training. Maintain positive working relationship with CPF.
	4. Develop/create resource development plan as part of college planning process.	Resource development plan developed and presented to Exec. Council; then implement RD plan.	Work with Grants Office Director and SCC Foundation director to develop resource development plan, based on input received during executive council planning process. Set goals and objectives based on plan. Provide for flexibility to address unexpected opportunities.

<b>Criteria Results for 2005-06 Outcomes</b> Be sure to utilize most current data available	<b>End of Year Analysis</b> (Goals achieved, impact of equipment purchased, improvements to program or service, contingencies, etc.). <b>Describe how you used the results to improve your program/department.</b>
<p><b>Goal 1:</b> (a) Achieved increase in enrollment and in number of classes offered at Macon Center: fall 05=7 credit classes, spring 06=19 credit classes, summer 06=17 classes; fall 06=57 classes.</p> <p>(b) First MC building: ground breaking ceremony and luncheon held Aug 10 (100 in attendance) and construction began in Sept. Attend monthly construction meetings; worked with furniture vendors to get plan/estimates on furnishings.</p> <p>(c) Moved to office at Annex; worked with deans to create spring, summer, and fall schedules of classes; coordinated with CE for their classes; meetings with key community leaders, joined morning Rotary, participated in publicity [college tabloids, radio, newspaper, billboards] for opening of fall 06 semester</p> <p>(d) Participated in planning for Early College with Macon steering committee; worked to develop schedule of classes; visited EC at Isothermal CC; coordinated SCCs role in contract for ECHS; participated in selection process interviews; worked with principal to create contingency to use old Cartoogechaye School since new building construction delayed to December. Started fall semester at both Cart. School and Macon Annex.</p>	<p>Succeeding increases in credit offerings very effective, few cancelled classes. Achieved personal goal to more than double number of credit classes each term.</p> <p>Successful start for fall 06 semester for SCCs six programs designated to start at MC. Decided to start in fall although new building not ready to capture students ready to begin college in sequence. Good decision. Have enrollment of 422 (duplicate count) at MC which includes 50 ECHS students, each taking at least 2 college courses.</p> <p>Successful ground breaking for new building; construction completion delayed to Dec. 06; Publicity well received in Macon as evidenced by increase in enrollment and feedback from community. Should maintain level of PR in community.</p> <p>Successful start of ECHS and integration of 9<sup>th</sup> graders in college environment. Pleased with old school and that it is useful as a temporary location for SCC and ECHS. Excellent working relationship with ECHS staff and faculty.</p> <p>Pleased with working relationship with CE folks as they schedule/conduct classes at Annex and MC.</p>
<p><b>Goal 2:</b> (a) Employed new director for GU grant and worked with him to employ additional staff. Provided orientation to SCC. Grant implemented with 6<sup>th</sup> and 7<sup>th</sup> graders.</p> <p>(b) NCS program celebrated its 10<sup>th</sup> year with spring program at SCC for all NCS students; published history/accomplishments of program in expanded SCCF newsletter; distributed "Look at me now" posters in schools throughout three counties. College began internal evaluation of NCS program and will incorporate results. Started 140 new NCS students in fall 05.</p> <p>(c) Upward Bound grant operating smoothly. Staff works well together.</p>	<p>Successful completion of 1<sup>st</sup> year of Gear Up; fully staffed by Feb. 06; GU Office in place in Macon Annex. Final performance report for previous GU grant submitted on time.</p> <p>NCS 10<sup>th</sup> anniversary activities successful. Shifted responsibilities for NCS support to Sharon Grasty. Haire key spokesperson for NCS. Need part time person to coordinate NCS at SCC. NCS evaluation results should be available in 9/06.</p> <p>UB working well; outstanding summer programs and bridge to college programs. Director and Grants Writer to prepare for next grant application submission.</p>
<p><b>Goal 3:</b> RCCI project working well. Training sessions offered in all counties. Since 2004 more than 500 people trained in Qualla-T customer service. Collaboration with HCC and TCCC working well. WCP secured funding for implementation of outreach plan. Contracted with Bunny Johns to market and train.</p>	<p>Program successful – 500+ individuals trained. Shared Qualla T with CE divisions and made it available to them for inclusion in their training offerings. Bunny Johns coordinating with CE and Coop Ext. to provide training. Q-T program presented at regional Travel/Tourism Conf in Cherokee. Struggling for ways to make this program self- supporting. Regularly in</p>

		touch with CPF personnel who fund this project and who are very supportive/encouraging.	
<b>Goal 4:</b> Creation of resource development plan delayed due to one staff member on administrative leave to work other assignment (BWFN). Foundation director completed first year with guidance and second year on her own.		Reorganization by president has renewed efforts to create resource development plan for 2006-07. Foundation and grants office now report to the president and monthly meetings are scheduled to discuss resource development needs, create, and implement the plan for the year.	
<b>College Goals</b>	<b>2006-2007 Department Outcomes/Goals</b>	<b>Success Criteria</b> (e.g. outcomes, enrollment increases)	<b>Plan of Action</b> (including resources needed)
	Goal 1: Provide leadership for completion and occupancy of first building on Macon Campus	Classes operating in new building as soon as college receives OK to occupy building. Funding will be adequate to furnish/equip new building. Staffing will be complete for start up. Student services and business services available to all students.	Work with deans to prepare SCC spring schedule; work with ECHS folks to prepare ECHS schedule. Coordinate with PIOs for advertising spring semester. Register students and employ faculty as needed. Work with Macon County to secure commitment for start up funding. Work with SCCF director to secure commitments from Macon business community for support in furnishing building. Plan/implement grand opening for building in three phases: county officials and financial supporters, college trustees and SCC faculty and staff, and community at large.
	Goal 2: Partner with public schools to assure access to SCC among high school students in service area.	Monitor/support both GU and UB grant activity. Support application for renewal of UB grant. Continue and enhance NCS program. Provide improved services to NCSers at SCC.	Support application for next UB grant cycle funding. Support GU activities. Based on internal evaluation, make changes to improve NCS program services at SCC. Employ part time person to manage NCS and other special populations of students. Assist with fund raising for NCS programs. Share evaluation results with public school partners to help them improve their services. Review proposed point system and make decision to implement fall 2007.
	Goal 3: Continue RCCI partnership with HCC and TCCC for final year.	With colleagues monitor customer service training for 7 western counties. Create sustainability plan.	Assist team in continuing training with current funding from CPF. Help create the sustainability plan to keep training available beyond grant funding. Work with team to develop second phase of training and promote to hospitality industry in 7-county region.
	Goal 4: Support/participate in development and implementation of resource development plan. Assure inclusion of Macon Campus.	Plan developed and in use. Appropriate resources generated for the college.	Meet monthly with president and resource development team to create, implement, and monitor plan. Work with team to implement plan and generate resources for college.

<b>Budget Item Description (Budget items requested from college funds)</b>	<b>Current Year Budget:</b>	<b>Ongoing Operational Budget:</b>	<b>Expansion Budget:</b>
Supplies- Color printer/scanner/copier for office		\$900	

Equipment-17"flat panel screen for Cart. office computer; Furnish/equip Macon Campus and Early College		\$1500	\$826,550 furnish/equip MC; \$65,000 furnish/equip Early College
Travel- Colleague training; local; etc.		\$3000	
Program Accreditation-		NA	
Other- Institutional memberships Grand Opening for MC		\$3500	
<b>TOTALS</b>		\$8,900	\$891,550

**Mid-point Review**

**Progress Notes:**