Nashua Community College Academic Plan 2016-2018

Objective 1: Develop and launch new associate degree and certificate programs

Objective: Develop and launch new associate degree and certificate programs	Responsible Party(ies)	Tasks	Target Date
AS Degree: Cybersecurity;	VPAA, Science and Engineering Technology Chair	Complete CCSNH new program approval process	5/2017
AS Degree: Foundations in Data Analytics	VPAA, Mathematics Chair	Complete CCSNH new program approval process	5/2017
Certificate: Aviation Technology	VPAA , Aviation Program Coordinator, Transportation Technology Chair	Complete CCSNH new program approval process	5/2017
Certificate: CNC Operator Training (Precision Manufacturing).	VPAA, Science and Engineering Technology Chair	Complete CCSNH new program approval process	5/2017

Objective 2: Implement "Guided Pathways" initiative.

Objective: Implement "Guided Pathways" initiative.	Responsible Party(ies)	Tasks	Target Date
Identify Academic Focus Areas (System);	System VPAA's and College Presidents	Arrange meeting of College Presidents and VPAA's	5/16
Identify Milestone courses at NCC	VPAA, Department Chairs	Schedule meeting of DC's and VPAA	5/16
Create Program Maps for incoming students	VPAA, Department Chairs,	Schedule meeting of DC's and VPAA	5/16
Create ANTH105N Ethnography of Work – 3 credits, based on the Guttman Community College Model;	VPAA, Social Sciences Chair	Create course outline Get approval from Curriculum Committee	5/16
Implement Co-requisite Mathematics instruction for developmental math students	VPAA, Mathematics Department Chair	Schedule co-requisite math sections Train workshop faculty on instructional methods	5/17
Implement Co-requisite English instruction for developmental math students	VPAA, English and Humanities Department Chair	Schedule co-requisite English sections Train workshop faculty on instructional methods	9/17
Implement block scheduling (a.m. and p.m. for liberal arts)	VPAA, Department Chairs	Create schedule and registration process	9/17

Objective 3: Change AA in Liberal Arts with Concentrations to content degree programs.

Objective: Change AA in Liberal Arts with Concentrations to content degree programs.	Responsible Party(ies)	Tasks	Target Date
Change AA in LA with a Concentration in Anthropology/Sociology to AA in Anthropology/Sociology	VPAA, Program Coordinator Anthropology, Social Sciences Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AA in LA with a Concentration in Communications to AA in Communications	VPAA, English and Humanities Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AA in LA with a Concentration in English to AA in English	VPAA, English and Humanities Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AA in LA with a Concentration in History/Political Science to AA in History/Political Science	VPAA, Social Sciences Chair	Obtain System Approval Revisit Program course sequence	5/17

Change AA in LA with a Concentration in Global Studies to AA in Global Studies	VPAA, Social Sciences Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AA in LA with a Concentration in Psychology to AA in Psychology	VPAA, Program Coordinator Psychology, Social Sciences Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AA in LA with a Concentration in Biology to AS in Biological Sciences	VPAA, Biology Program Coordinator, Science and Engineering Technology Chair	Obtain System Approval Revisit Program course sequence	5/17
Change AS in LA with a Concentration in Mathematics to AS in Mathematics	VPAA, Mathematics Chair	Obtain System Approval Revisit Program course sequence	5/17

Objective 4: Hire additional faculty

Objective: Hire additional faculty	Responsible Party(ies)	Tasks	Target Date
Hire a full-time Aviation Technology instructor	VPAA, Director of Human Resources	Undertake hiring process	12/16
Hire a full-time Electronic Engineering Technology instructor	VPAA, Director of Human Resources	Undertake hiring process	5/17
Hire a Program Coordinator for Foundations in Data Analytics Program	VPAA, Director of Human Resources	Undertake hiring process	5/17

Objective 5: Offer Faculty Training/Professional Development

Objective: Offer Faculty Training/Professional Development	Responsible Party(ies)	Tasks	Target Date
Offer faculty training in Tracdat	AVPAA	Schedule training sessions	ongoing
Offer faculty/staff training in Degree Works;	AVPAA	Schedule training sessions	ongoing
Offer faculty/staff training in Degree Works EAB Navigate	AVPAA	Schedule training sessions	ongoing
Offer faculty/staff training in Degree Works Navigate 2.0	AVPAA	Schedule training sessions	ongoing
Offer faculty/staff training in Career Coach	AVPAA	Schedule training sessions	ongoing
Hold CCSNH Symposium at NCC	College Presidents, System Office	Schedule System Symposium	8/18/16
Continue with Perkins funding for CTE programs	VPAA, AVPAA, College President		ongoing

Objective 6: Change CCSNH System Credit Policy for Graduation

Objective: Change CCSNH System Credit Policy for Graduation	Responsible Party(ies)	Tasks	Target Date
Reduce 64 credit minimum to 60 minimum for all programs	President, VPAA, Department chairs, program coordinators	CCSNH system will meet to approve credit reduction DC's and PC's will amend course sequence	5/2017
Reduce 24 credits minimum for General Education to 20 minimum	President, VPAA, VPSS, AVPAAs, CFO, HR	CCSNH system will meet to approve credit reduction DC's and PC's will amend course sequence	5/2017

Objective 7: Complete Assessment Items (from NCC Assessment Plan 2014- 2019)

Objective: Complete Assessment Items	Responsible Parties	Tasks	Date
General Education modified core will be completed and approved	VPAA, AVPAA, Department Chairs, Program Coordinators	Finalize courses to be included in the modified core Publish in 2015-2016 catalog	9/1/2014 approval; 1/30/2015 ready for publication
Current methods of program assessment will be inventoried, reported and placed into TracDat	VPAA, AVPAA, Department Chairs, Program Coordinators, Faculty as needed	Program Coordinators and Department Chairs will inventory their current assessment methods Report will be written about assessment methods Information will be entered into TracDat	1/30/2015 ongoing
Program Coordinators will assess program outcomes or course outcomes using TracDat	VPAA, AVPAA, Department Chairs, Program Coordinators, Faculty as needed	Program Coordinators and Department Chairs will choose appropriate outcomes to measure Determine artifacts to use for measurement Data will be collected and curricular changes made as needed	8/20/2015 ongoing
General Education outcome 1 and 2 will be assessed with a common assignment using TracDat	VPAA, Faculty committee,	Faculty will develop a common assignment, rubric and courses to be used for assessment Common assignment will be given in identified classes Data will be collected and curricular changes made as needed	8/20/2015; Completed for writing

Assessment information regarding critical thinking will be used to make curricular changes regarding direct instruction of critical thinking skills	GE assessment team (Summer 2014), Faculty as needed	Formalize assessment data collected based on GE assessment Determine critical thinking skills to be taught Develop instructional methods to be used Develop a benchmark for measurement Assess based on instructional changes	12/15/2014 ongoing
Program outcomes will be updated to be measurable for use in TracDat	AVPAA, Department Chairs, Program Coordinators,	Department Chairs and Program Coordinators will review program objectives to make sure they can be measured and determine specific measurements	1/15/2015 ongoing
Program outcomes will be updated to include the 6 General Education outcomes for use in TracDat	VPAA, AVPAA, Department Chairs, Program Coordinators	Department Chairs and Program Coordinators will update program outcomes to include 6 General Education outcomes Changes will be implemented in the 2017-2018 catalog	3/15/2015 ongoing
Finalize catalog to include updates for General Education program i.e. mission, philosophy, modified core, college learning outcomes, (Educated Person?)	VPAA, AVPAA, Department Chairs, Program Coordinators,	Approve catalog updates for General Education program Decide what to do with the Educated Person Finalize modified core	3/15/2015; Completed Sept 2015

The NCC Core Values will be assessed using appropriate measures	VPAA, AVPAA, Assessment Team	Establish appropriate measures of effectiveness Collect and evaluate meaningful data	Fall 2017
A system will be set in place using TracDat in which general education outcomes will be assessed by the evaluation of appropriate course competencies in general education courses.	VPAA, AVPAA, Assessment Team	Appropriate General Education courses will be selected for measurement Course competencies of these courses will be assessed.	Spring 2017
Re-assess makeup of the Assessment Team	Assessment Team	Review the current activities of the Team and determine if additional personnel from other constituencies should be invited to join	Fall 2017

Objective 8: Additional Items

Objective: Additional Items	Responsible Party(ies)	Tasks	Target Date Comp.
Transfer lowest level developmental courses to the Nashua Adult Learning Center	VPAA, Mathematics Department Chair, English and Humanities Department Chair, Nashua Adult Learning Center Coordinator	Schedule meetings with ALC. Detail a plan for course transfer	9/30/2017
Complete EET - ABET Accreditation Visit – October 24 and 25, 2016	VPAA, Program Coordinator EET, Science and Engineering Technology Chair		10/2016
Complete NEASC Self-Study – Description / Appraisal / Projection, E-1 Forms, data First Forms	VPAA, Self-Study chairs, faculty and staff		4/18
Revise System Academic Policies	System VPAA's	Schedule meetings with system VPAA's	5/2017
Update Strategic Plan	VPAA, Strategic Plan Chairs	Meet with Strategic Plan Chairs	12/2016
Establish Biology course equivalencies with UNH-Durham	Biology Program Coordinator	Biology Program Coordinator will meet with UNH science faculty	5/2017
Establish a method to track recent college graduates using social media	AVPAA	A system will be established and process will be implemented	1/2017