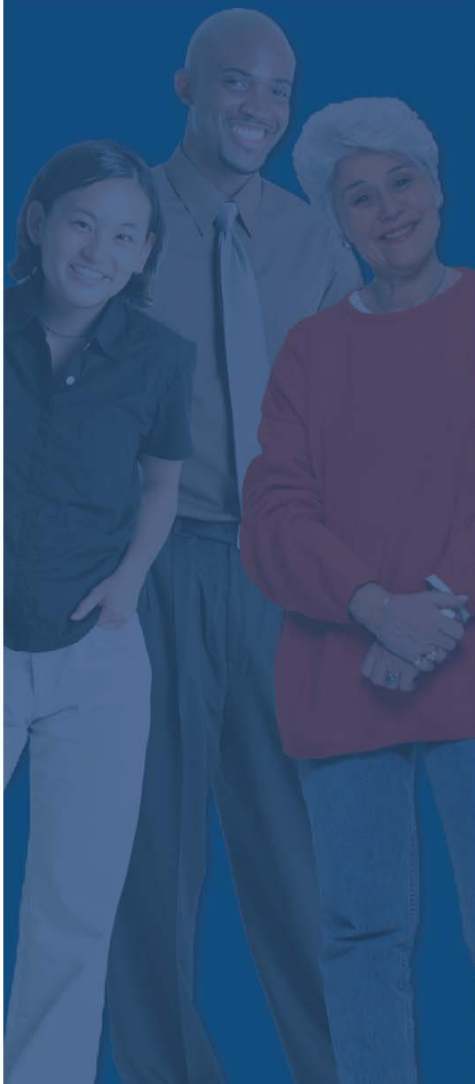


Academic and Student Affairs  
**Academic Plan**  
2010-2013

DRAFT



**MCC**  
McHenry County College



## Introduction to the Plan

This document contains the goals that each academic division and department will attempt to accomplish over the next one to three years. To develop this plan and related goals, each assistant vice president, executive dean and dean within the Academic and Student Affairs Division (ASAD) engaged as many faculty, staff and administrators as possible. The intent of this process was to create an inclusive atmosphere in which people's initiative and creativity are valued.

## Purpose of the Plan

The purpose of the plan is to strategically guide the activities of the ASAD, which is important for multiple reasons. The first of those reasons is the interconnectivity of the departments throughout the division. A goal to develop an Occupational Therapy Assistant (OTA) program needs to be accompanied by a goal to increase the number of anatomy and physiology courses offered. The OTA program requires anatomy and physiology, which is a very high-demand course. Not preparing to offer more sections of the course may inhibit the enrollment of students into the OTA program.

Another reason for the need to strategically guide the College's activities is due to the limited space and financial resources available to the College. New programs, ranging from student success programs to health professions programs, to non-credit training, all require both money and space. If each department is developing something new simultaneously, the College would not be able to support everyone. However, knowing everyone's long-range plans increases the College's ability to develop alignment among new initiatives, thus more efficiently serving MCC's students.

## Development of the Plan

During the Spring 2009 semester, McHenry County College (MCC) went through some significant change. Many long-time employees retired from the College and a reorganization of the ASAD was implemented. These two concurrent events dramatically changed the face of the ASAD.

In early August 2009, the newly reorganized ASAD, led by a new vice president, began charting the future for the division. The first logical step would have been an easy update of the current academic plan. Then once the College updated its strategic plan, a completely new academic plan could be developed. However, the current academic plan was out of date, and many executive deans, deans and department chairs had not edited the plan in many years. Further, the newly reorganized divisions did not align with the organizational structure in the plan.

*\*See the full list of strategic priorities at the back of this plan document.*

While the ASAD wanted to be respectful of the history of the institution, it was also important to explore growth in new, uncharted territory. The ASAD decided to use the current academic plan as a basis for its new plan and began collecting long and short-term goals from their areas of the College. These goals were evaluated and connected to the College's five core principles: quality, accessibility, affordability, innovation and accountability.\* This document is the culmination of each division's goals.

Core Principle	Sub Core Principle	Description
Quality	1.a	Promoting student success through outstanding teaching and support services.
Quality	1.d	Providing up – to – date facilities and equipment that meet student learning needs, support program growth, and promote employee effectiveness.
Accessibility	2.b	Meeting student demand for coursework through diverse delivery modes.
Innovation	4.a	Valuing, inspiring, and cultivating people, partnerships, and processes to embrace dynamic growth.
Accountability	5.d	Creating measurable targets and evaluation processes for key strategies and objectives.

## Future of the Plan

The long-range objective is to provide a framework for college-wide planning based on a newly developed strategic plan. In the short term, this plan will provide a means to guide and interconnect activities within the ASAD over the next one to three years.

The College's Program Review process will also be woven into this plan, adding even more credibility and efficiency. Every five to six years, the College is required by the Illinois Community College Board (ICCB) to review each program and area throughout the College. Recommendations that come from this review will be put into the academic plan. These recommendations will range from the need to request new faculty, support staff or administrators, to the purchase of equipment.

The plan will be updated each year, providing written documentation about the progress made on each goal. During the updates, goals will be adjusted as needed. This process will promote an atmosphere of accountability throughout the College.



# Academic and Student Affairs

## Description

This section highlights the goals for the vice president of Academic and Student Affairs and the assistant vice president of Academic and Student Affairs. The office of the vice president of Academic and Student Affairs is responsible for all credit and non-credit courses offered by the College. In addition, the office is charged with providing high quality comprehensive services to all students at the College. The focus of the vice president of Academic and Student Affairs over the next three years will be to expand programs for students so they have more opportunities to transfer to a four year institution or enter the workforce in a rewarding high paying position.

## Highlights

During the past year, this area of the College has been involved in bringing consistency to the Academic and Student Affairs Division. Over the next three years, the division will:

- Focus on growth of new programs by developing a plan, which will present five to seven programs the College intends to start
- Reach out to high schools to develop a college preparedness plan for their students
- Prepare students for success

## Departments

Assistant Vice President (AVP)

Transfer Coordinator (Trans)

Vice President (VP)

# ASSISTANT VICE PRESIDENT

## Academic and Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Establish a shared mission, vision, goals, and activities for Student Affairs.	2011	Accountability		
Establish an enhanced communication system for Student Affairs, where information is shared vertically and horizontally.	2011	Accountability		
Assist to increase the retention rate of MCC students by 5%.	2012	Accessibility		
Increase student services to where 70% of these services are provided in an online environment.	2012	Accessibility		
Determine the level of student service/customer satisfaction and increase it.	2011	Quality		
Increase the number of students within the MCC district who are college and career ready.	2012	Accessibility		
Support and promote the professional growth and development opportunities that are specifically related to Student Affairs personnel.	2011	Quality		

# VICE PRESIDENT

## Academic and Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a large grant focusing on student success, engineering academy, wireless campus or program development.	2011	Innovation		
Investigate the need and implement (if appropriate) minimum competencies for transfer courses.	2011	Quality		
Develop a program creation plan.	2011	Accessibility		
Develop a building plan which supports the program creation plan (for example a science and health building to support the growth in health professions).	2011	Quality		
Develop a method to analyze fees and determine if they are being assessed appropriately.	2011	Accountability		
Provide training regarding disciplinary procedures related to the adjunct, full-time and support staff contract.	2011	Accountability		
Implement a Fast Track degree program.	2011	Accessibility		

# Continuing and Professional Education

## Description

The mission of the Continuing and Professional Education Division (CPE) is to promote business development, workforce development, personal development and community development. Through quality non-credit programming and partnerships, the division addresses the needs of a changing workforce, enhances the county's economic vitality, and enriches the lives of its residents. This mission is carried out through the activities of four major departments: Continuing Education, Shah Center, Professional Education, and Adult Education.

## Highlights

During FY 2011, the division plans to engage in activities that:

1. Expand grant-funded training to businesses, unemployed and underemployed individuals
2. Expand Lou Marchi Institute activities to guide MCC sustainability efforts
3. Develop additional transition programs for adult education students to enter career and technical education

## Departments

*Continuing Education:* Programs include personal development classes, the SEDOM Pathways Program for students from special education programs, Retired Adult Program (RAP), Trips and Tours, the Lou Marchi Total Recycling Institute, and Conference Center events. MCC facility rentals are also handled by the Continuing Education Department.

*Shah Center:* Programs include services to business and industry through customized contract training, open enrollment training and the activities of the Illinois Small Business Development Center. Also housed at the Shah Center are the court-mandated Traffic Safety School and Family Violence Prevention programs. Parent, Children and Divorce classes are also court-mandated, but are offered on the main MCC campus.

*Professional Education:* These activities cross all departments and include continuing education units, short courses, seminars and conferences to meet the vocational and continuing professional needs of our community. Non-credit, online classes and grant-funded programs are also available.

*Adult Education:* Beginning in FY 2011, this department will rejoin the division. Program offerings include Adult Basic Education (ABE), Adult Secondary Education (ASE), English as a Second Language (ESL), Spanish Literacy, Spanish GED, Citizenship and Literacy Tutor Training.



# ADULT EDUCATION

## Continuing and Professional Education

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Track persistence rates of adult education students through DAISI, the ICCB database, in order to promote quality within NRS courses.	2012	Accountability		
Design and create a computer lab for adult education students and teachers giving them access to computers.	2011	Accessibility		
Upgrade adult education classrooms so that they are "smart" classrooms.	2011	Quality		
Design, develop and implement a transition class for automotive and BNA.	2011	Innovation		
Implement an adult education co-enrollment program with students co-enrolled in MCC 101 one semester and CIS 151 another semester.	2011	Innovation		
Increase partnerships with school districts to provide off-campus adult education classes.	2011	Innovation		
Pilot a program tracking the accountability of adult education students in relation to their attendance.	2012	Accountability		

# CONTINUING EDUCATION

## Continuing and Professional Education

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Utilize automated evaluation and reporting for all CPE programs through Survey Tracker system.	2012	Accountability		
Utilize cost-effective and far-reaching marketing processes through email subscription service and social networking activities.	2011	Quality		
Expand computer access for business training, blended courses and online courses at all CPE sites.	2011	Accessibility		
Update process documentation for key processes.	2011	Accountability		
Provide training in process improvement, customer service, social networking, distance education tools for staff.	2011	Quality		
Establish three new partnerships per year for collaboration on personal development classes.	2011	Innovation		
Promote one major speaker with broad-based community appeal—i.e., community, student life, faculty.	2012	Innovation		
Increase participation of 50-60 year olds in RAP.	2012	Accessibility		
Pursue grant funds for autism path in the Pathways Program to increase services and resources available for this population.	2011	Accessibility		

# *LOU MARCHI TOTAL RECYCLING INSTITUTE*

## **Continuing and Professional Education**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Establish MCC Sustainability Committee.	2011	Accountability		
Develop an MCC Sustainability website.	2012	Accountability		
Acquire funding to develop a resource center.	2012	Accountability		

# *PROFESSIONAL EDUCATION*

## **Continuing and Professional Education**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Purchase microscopes for Vet Assistant program so classes do not need to meet in science labs.	2011	Quality		
Expand construction training to include lead abatement and green training.	2011	Accessibility		

# SHAH CENTER

## Continuing and Professional Education

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Work in partnership with other MCC workforce development programs such as AE, CTE, Academy, Career Services as well as community partnerships such as WIB, MEDA, MCEDC, Chambers, SHRM, Volunteer Center.	2011	Innovation		
Identify additional funding sources to sustain FVCC and CPNL programs.	2011	Innovation		
Provide rapid response to need for training programs related to emerging trends.	2011	Innovation		
Expand "communities of practice" concept to additional firms and topics.	2011	Innovation		

# Career and Technical Education

## **Description**

The Career and Technical Education Division (CTE) seeks to deliver quality educational degrees and certificates from a wide variety of fields. The division is comprised of four departments: Applied Technology, Business, Health Sciences and Public Services. This includes 19 different disciplines: Accounting (ACC), Administrative Office Management (AOM), Automotive Technology (AMT), Business (BUS), Computer Aided Design/Drafting (CAD/DRT), Criminal Justice (CJS), Culinary Management (CLM), Construction Management Technology (CMT), Computer Information Systems (CIS), Digital Media (DGM), Emergency Medical Services (EMS), Fire Science (FRS), the Health Sciences of Nursing (NUR) and Nurse Assisting Education (NAE), International Business (IBS), Management (MGT), Marketing (MKT), Manufacturing Management (IMT/MET), Transportation, Warehousing and Logistics (TWL), and Fast Track (formerly Academy for High Performance) which has four cohort programs designed for adult learners.

## **Departments**

Applied Technology

Business

Health Sciences

Public Services

# CAREER AND TECHNICAL EDUCATION

## Career and Technical Education

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Integrate technical math curricula into the CTE program areas.	2011	Quality		
Offer the CTE AAS degree(s) in a complete online format.	2011	Accessibility		
Expand dual credit offerings throughout McHenry County high schools.	2011	Innovation		

# HEALTH SCIENCES

## Career and Technical Education

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Expansion of the Health Sciences offerings, i.e., Occupational Therapy Assistant	2011	Quality		
Medical Billing & Coding	2011	Accessibility		
Respiratory Therapy	2012	Innovation		
AS degree in Public Health	2012	Accessibility		

# ***CULINARY MANAGEMENT***

## **Career and Technical Education**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Expansion of the CLM certificate program into an AAS degree	2011	Accessibility		

# Education and Social Sciences

## Description

The Education and Social Sciences Division (ESS) has the following areas of focus:

*Education* is supervised by the dean of Education and Social Sciences and includes Early Childhood Education (ECE), Education (EDU), Educational Opportunities (EO), and Health Fitness Education (HFE).

*Social Sciences* include Anthropology (ANT), Economics (ECO), History (HIS), Political Science (PLT), Psychology (PSY), and Sociology (SOC).

The ESS Division also includes the Children's Learning Center (CLC) and the Fitness Center (FC). These departments provide services to students and community members, as well as unique learning opportunities for internships and field experiences.

The division offers students the opportunity to obtain transfer degrees (AA and AS), as well as applied science degrees (AAS) and certificates in occupational areas.

## Departments

Anthropology (ANT)	Fitness Center (FC)
Children's Learning Center (CLC)	Health Fitness Education (HFE)
Early Childhood Education (ECE)	History (HIS)
Economics (ECO)	Political Science (PLT)
Education (EDU)	Psychology (PSY)
Educational Opportunities (EO)	Sociology (SOC)



## EARLY CHILDHOOD EDUCATION

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Expand observation capacity in the CLC through use of technology.	2012	Quality		

## ECONOMICS

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a Topics in Economics course.	2012	Accessibility		

## EDUCATION

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Collaborate with one school district to offer gifted program on MCC campus.	2012	Accessibility		
Increase the number of observation sites for EDU classes.	2011	Accessibility		

## HEALTH AND FITNESS EDUCATION

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop certificate program for substance abuse.	2011	Innovation		
Develop a Health/PE 2 + 2 programs.	2012	Innovation		

## HISTORY

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a History of East Asia course.	2011	Accessibility		
Evaluate effectiveness of telecourse offering for HIS 170 as a hybrid.	2011	Accessibility		
Develop a Topics in History course.	2012	Accessibility		

## POLITICAL SCIENCE

### Education and Social Sciences

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a Topics in Political Science course.	2011	Accessibility		

# **SOCIOLOGY**

## **Education and Social Sciences**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Organize and host a career day.	2013	Accessibility		
Develop a new course in Sex and Gender.	2012	Accessibility		
Develop a new course in Sociology of Deviance.	2012	Accessibility		
Evaluate the need and effectiveness of telecourse offering for SOC 101, SOC 151.	2011	Accessibility		
Develop a learning community linked with SOC and ENG.	2011	Accessibility		

# **PSYCHOLOGY**

## **Education and Social Sciences**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Evaluate the need and effectiveness of telecourse offering for PSY 151, PSY 250, PSY 251, and PSY275.	2011	Accessibility		

# Humanities

## Description

The Humanities Division offers courses and programs that deal with the cultures and expressions of human beings. These include the literary, visual and performing arts, as well as other traditional humanities disciplines, including philosophy, communication studies and modern languages.

## Highlights

There are currently 31 full-time faculty and approximately 100 adjunct faculty in the division. Each semester there are a wide variety of classes taught by faculty who are committed to giving their students an environment in which to learn, grow, be challenged and broaden their creative skills. Many of these classes are offered onsite and online, and during the day, evening or weekends. Art shows, music concerts, theatre productions, film festivals, and a forensics showcase are just some of the ways in which the Humanities Division brings the arts to MCC and the community.

In addition to supporting the curriculum of all associate's degree programs at MCC, the Humanities Division offers the Associate of Fine Arts degree (AFA) in two areas – art or music.

## Departments

Art (ART)	Philosophy (PHI)
English (ENG)	Reading (RDG)
French (FRE)	Spanish (SPA)
German (GER)	Speech (SPE)
Journalism (JRN)	Theatre (THE)
Music (MUS)	

# ART

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Create a rubric to assess general education outcomes in studio courses.	2012	Quality		
Analyze the need for bi-annual high school visits.	2011	Innovation		

# ENGLISH

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Involve all tenured full-time instructors in mentoring adjuncts.	2011	Quality		
Transition from current placement exam to Internet based E-Write Placement exam.	2012	Quality		
Develop a Creative Writing II course.	2012	Accessibility		
Create a learning community between developmental reading and writing courses.	2011	Innovation		

# JOURNALISM

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Restructure writing course divisions away from news and features to a Level 1 and Level 2 course model.	2011	Quality		
Provide an online version of the Tartan Newspaper.	2012	Quality		
Assess need and, if appropriate, acquire space and equipment for a video production studio.	2012	Quality		
Develop an online Introduction to Film course.	2011	Accessibility		

# MODERN LANGUAGES

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a Language Learning Center.	2012	Quality		
Acquire Sanako Language Learning Technology.	2012	Quality		
Provide tutors in Sage Center for Foreign Language Courses.	2011	Quality		

# MUSIC

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Develop a class piano course.	2011	Accessibility		
Develop an online course in Music Appreciation.	2012	Accessibility		
Increase the number of music performing ensembles.	2012	Accessibility		

# PHILOSOPHY

## Humanities

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Increase number of Friday face-to-face courses and division online offerings.	2011	Accessibility		
Review Philosophy Department assessment tool, and make changes if appropriate.	2011	Accountability		

# ***SPEECH***

## **Humanities**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Identify new speech software which will enhance student learning.	2011	Quality		
Identify operational space for the Forensics Program.	2011	Quality		
Develop an Intercultural Communication course.	2012	Accessibility		
Review Speech Department assessment tools, and make changes if appropriate.	2011	Accountability		

# ***THEATRE***

## **Humanities**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Create a student-directed and designed show to be produced in the Black Box Theatre.	2012	Quality		
Purchase and install a new dimmer pack and lighting console to be used in the Black Box Theatre.	2012	Quality		
Offer a stagecraft class each semester, and monitor enrollment.	2012	Accessibility		
Develop and implement a new assessment method for Acting I and II classes.	2012	Accountability		



# Interdisciplinary Studies

## Description

The non-curricular Department of Interdisciplinary Studies (IDS) strives to combine four major, academic programs available to MCC students. The objective of this jointure is to create a stronger connection across those programs, as well as a more evident presence on campus. By merging the interests of special course offerings in Learning Communities, Honors and International Studies, as well as the unique opportunities in scholarship and service afforded through the Chi Upsilon chapter of Phi Theta Kappa, the Interdisciplinary Studies Department becomes more visible and focus on the shared goals of enhanced learning, exceptional pedagogy, service, global citizenship and innovation are more apparent.

## Highlights

*Honors:* Honors classes at MCC aren't just "harder"; rather, they offer innovative, non-traditional learning opportunities with faculty who seek students who want to experience an alternative methodology and materials than their non-Honors peers. A student wishing to take Honors courses at MCC has a wide variety of disciplines to select from, including those in the Sciences, Humanities and Social Sciences. Students must maintain a 3.5 GPA to continue in the Honors Program. To graduate with Honors designation, students must complete 18-20 semester hours of Honors Program coursework and have a cumulative GPA of at least 3.5. Honors coursework is noted on transcripts, and an HON graduate will earn a special notation and award along with a degree. Look for Honors Program courses as designated in the catalog with an uppercase "H". For a listing of current courses and other information, visit <http://www.mchenry.edu/honorsprogram>.

*International Studies:* An MCC student wishing to study abroad has many opportunities to do so. The program offers fall and spring travel opportunities, as well as a popular summer study opportunity in Costa Rica. Destinations include vastly contrasting cultural, educational and geographic variety, including China and Europe. The affordability of MCC's programs, when compared with those of four-year institutions, makes them within the reach of any student committed to experiencing this life-shaping learning opportunity. For current study abroad information, visit <http://www.mchenry.edu/internationalstudies/studyabroad>.

*Learning Communities:* The innovation of team teaching and the revelation of interdisciplinary awareness provided in MCC's LC Program is growing – and the job market is open to those who can see the big picture. Students looking to learn in applicable, relatable and specifically focused courses have the chance to register for classes which range in combination from music and writing, Spanish and philosophy, or digital art and design architecture, to name a few. By taking these courses together, students get more class time, more contact with more instructors (one for every 12 students, on average, and two in each classroom), better relationships with classmates, more applicability of course material to the outside world, and double the credit of a traditional course. Look for the classes with section numbers in the 800s (i.e. ENG 151:801 and PHI 251:801) for designation. For a listing of current courses and other information, visit <http://www.mchenry.edu/learningcommunities>.

*Phi Theta Kappa:* Phi Theta Kappa is the international honors society of two-year colleges, and Chi Upsilon is the local Chapter at MCC. Phi Theta Kappa is based on four hallmarks: scholarship, leadership, service, and fellowship. In Phi Theta Kappa, two-year college students of all ages, from different social, ethnic and economic backgrounds, with differing career goals, are united by their bond of scholarship achievement. The Phi Theta Kappa Chi Upsilon Chapter of McHenry County College is the largest student organization on MCC's campus. It is also recognized as one of the most active chapters in the nation. To qualify, students must have earned a 3.5 G.P.A., accumulated a minimum of 12 grade point credit hours, be currently enrolled in 6 credit hours, and be pursuing an associate degree or baccalaureate transfer program. For more information or to contact student leaders, visit <http://www.mchenry.edu/phithetakappa>.

## Departments

Honors (HON)

International Studies (IS)

Learning Communities (LC)

Phi Theta Kappa (PTK)



# HONORS

## Interdisciplinary Studies

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Expand Honors program in terms of subject matter (particularly math and science courses) and student enrollment numbers.	2011	Accessibility		
Allocate \$100 per Honors class to fund an innovation activity in each class.	2012	Quality		
Participate in National Collegiate Honors Council, Annual Conference.	2011	Innovation		

# INTERNATIONAL STUDIES

## Interdisciplinary Studies

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Expand International Studies Program in terms of student interest and participation.	2011	Quality		
Participate in site visits organized by Illinois Consortium for Intl Studies and Programs (ICISP).	2012	Innovation		
Create and promote International Film Festival.	2011	Innovation		
Develop a Study Abroad MCC Scholarship to defray costs for one student to study abroad and for program publicity purposes.	2012	Affordability		

# LEARNING COMMUNITIES

## Interdisciplinary Studies

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Expand Learning Communities (LC) subject matter (adding more social science and science courses), student enrollment numbers and improved assessment methods.	2011	Accessibility		
Implement critical thinking rubric process for gathering better data on LC student success.	2012	Accountability		
One-day LC faculty retreat at Shah Center.	2011	Innovation		
Attend annual National Learning Community Conference (LC lead and interested faculty).	2011	Quality		
LC Student Research Symposium (to begin FY11, alternating each year with LC Faculty Symposium).	2012	Quality		

# PHI THETA KAPPA

## Interdisciplinary Studies

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Maintain Chi Upsilon chapter activity level and quality of student experience during a period of leadership transition.	2011	Accessibility		

# Math and Science

## Description

The faculty within the Mathematics and Sciences Division has a diverse array of interests and talents. The horticulture faculty writes a weekly newspaper column, as well as hosts Garden Fest and a holiday floral show. Within the sciences, faculty maintain an on-campus weather station and planetarium, have published their work on damsel flies, and have supported students within the Science, Technology, Engineering and Math (STEM) competition. The division has added four new faculty members within the last two years.

## Highlights

The division has started renovation of laboratory space, which will create additional biology laboratory space once the renovation is complete. The faculty has demonstrated their artistic talents by painting various scientific models on the walls in the hallway, including a cell with all of its organelles and a fully labeled human brain. The division offers over 360 course sections annually that generate 21,116 credit hours per year on average. In addition, a strong summer program generates over 2,600 credit hours each year within 49 different sections. The division continues to grow steadily and was able to add an additional 1,115 seats across all of the disciplines to accommodate an increased enrollment for the 2009-2010 academic year.

## Departments

Astronomy (EAS)	Geography (GEG)
Biology (BIO)	Geology (GEL)
Chemistry (CHM)	Horticulture (HRT)
Computer Science (CSC)	Mathematics (MAT)
Engineering (EGR)	Plant Science (BIO)
Environmental Science (EAS)	Physics (PHY)

# **BIOLOGY**

## **Math and Science**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Explore the development of blended and alternative methods of course delivery for current biology courses.	2011	Quality		

# **CHEMISTRY/PHYSICS/ENGINEERING**

## **Math and Science**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Increase use of lower-cost custom texts.	2012	Affordability		

## ***EARTH SCIENCE/GEO/GEOLOGY***

### **Math and Science**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Assess the technology within the classrooms for an enhanced classroom environment, such as the use of smart boards and providing current laboratory technologies.	2011	Quality		
Increase experiential learning opportunities by offering more field trips.	2011	Accessibility		
Offer more online and blended opportunities to meet the increasing demand for distance learning classes.	2011	Accessibility		

## ***ENGINEERING***

### **Math and Science**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Investigate the possibility of offering EGR 151 over summer with the intent of enrolling HS students.	2011	Accessibility		
Develop assessment tool for EGR 151.	2012	Accountability		

# HORTICULTURE

## Math and Science

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Explore development of a self-guided tree identification trail on MCC campus.	2012	Accessibility		
Expand the existing community educational events, including Garden Fest and floral design showcase.	2011	Accessibility		

# MATHEMATICS

## Math and Science

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Improve student outcomes in math by offering refresher sessions for math placement test for students.	2011	Quality		
Improve student outcomes in math by offering students a review for Intermediate Algebra prior to semester start.	2011	Quality		
Expand relationships with high school math teachers by offering fall meeting in addition to current spring meeting.	2012	Accessibility		

# Student Affairs

## Description

The Enrollment Services area begins the information processing for MCC credit and continuing education students. Credit students apply to the College via a paper application or the College website. The Admissions Department processes the New-Student Enrollment Form and inputs data from ACT scores and high school transcripts. International students' paperwork is accepted in Admissions and entered into SEVIS. Transfer students can have college transcripts sent to be evaluated for MCC credit by credentials evaluators. Credit students then register and pay online or in person at the Registration Department. Registration plays a large role in MCC New-Student Orientation, teaching students how to register online. Registration collects and permits and prerequisites, sends MCC transcripts, collects any demographic changes, as well as expends financial aid for students. A credit student may withdraw online or in person at the Registration Department. The Records area receives mid-term information and inputs data for state apportionment; they also receive final grade information and input grades. Finally, when these students are ready to graduate, they submit graduation audit forms and payment to the Registration Department, and credentials evaluators review the student record to ascertain if the student had met all MCC requirements and maintains the degree audit system.

## Highlights

In recent years, Student Affairs has targeted students' first-year experience at MCC. This has included considerable focus and attention on the MCC 101 course. Improvements made to this course have focused on increasing student success and retention at MCC.

## Departments

Advising and Transfer (ATC)

Athletics (ATH)

Career Services (CS)

Counseling (COU)

Financial Aid (FA)

Multi-Cultural Program (MCP)

Orientation (ORT)

Recruiting (REC)

Sage Learning Center (Sage)

Special Needs (SPN)

Student Leadership (SL)

Student Life (SLV)

Student Success (MCC101)

Testing Center (TC)



# ADVISING AND TRANSFER CENTER

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Advising will reach out to part-time and ESL student populations.	2011	Accessibility		
Continue to support professional development of advisors through certification or continuing education.	2012	Accountability		
Enhance communication with students about ATC services (Improve the ATC website, offer seminar).	2012	Quality		
Design a way to more effectively communicate with students about Advising and Transfer Center services.	2011	Quality		

# ATHLETICS

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Formulate and annually review and enhance an academic success plan for student-athletes.	2011	Quality		
Ensure that equipment such as AED's and lightning detectors meet current statutes and/or prudent expectations.	2011	Quality		
Have team rosters reflect a strong, emphasized and prioritized in-district recruitment effort and focus with a goal of 60% in-district athletes in FY 2011 and 70% in FY 2012.	2011	Accountability		
Designate athletic and/or other College staff to meet with every team each semester to provide informational updates, e.g. academic support services, expectations, academic progress/success responsibilities, schedule planning, college information, personal development opportunities etc.	2011	Quality		

# COMPUTER LABS

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Replace Lab A and Lab E network printers (recent major malfunctioning due to age and heavy use).	2011	Quality		
Add two student collaboration stations in Lab E, so that group study sessions do not disrupt students studying on their own.	2012	Quality		

# COUNSELING

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Teach faculty and staff how to recognize and respond to students in need of counseling.	2011	Quality		
Continue to offer personal development courses and workshops to meet student/community needs and demands.	2012	Innovation		
Implement a campus-wide intervention procedure.	2011	Quality		
Identify special populations at MCC; research and implement best practices to serve them.	2012	Accessibility		
Review Counseling Department service delivery systems and record keeping methods.	2011	Accountability		
Improve Student Success by reviewing current MCC/Counseling Center policies and program.	2012	Accountability		

# CAREER SERVICES

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Assess students career service needs.	2012	Quality		
Increase utilization of Career Services Department with the students and faculty of MCC.	2012	Innovation		
Increase revenue stream for Career Services Department.	2012	Accessibility		
Improve the technology and resources available to students and community job seekers.	2011	Quality		

# ***DISTANCE EDUCATION***

## **Student Affairs**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Increase online degrees and certificate options.	2012	Accessibility		
Continue to expand community offerings through the Learning Management System (LMS).	2011	Accessibility		
Manage transition to the next-generation Learning Management System, taking into account end of current contract, vendor development plans, faculty/student functional preferences, and budgetary realities.	2013	Quality		
Continue development of a robust and responsive faculty development program.	2012	Quality		
Continuous improvement of all DE processes, including user support, LMS data import and data management, and planning/budgeting.	2011	Quality		
Develop an improved process to assess the effectiveness of distance education courses collaboratively with instructors, department chairs, and deans.	2012	Innovation		
Determine the cost effectiveness of online courses through a research study.	2011	Affordability		

# FINANCIAL AID

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Research and implement a veteran work study program.	2012	Accessibility		
Implement the usage of an online student employment application and job posting process. Execute proper storage and retention of student employment paperwork and maximize use of the Federal Work Study resources.	2011			

# LIBRARY

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Increase accessibility of technology (computers, hardware, and software) in the library.	2013	Accessibility		
Continue to expand and develop the library's information literacy program, with emphasis on expanding credit offerings 50%.	2011	Quality		
Embrace new resources such as social media to promote and provide library services.	2011	Innovation		
Enhance customer service to all stakeholders.	2011	Quality		
Explore and develop collaborative relationships with other departments within the College.	2011	Accessibility		

# MCC 101

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Improve MCC 101 course curriculum and format.	2012	Innovation		
Recruit and train quality MCC 101 instructors.	2011	Quality		
Evaluate current MCC 101 instructors and make staffing changes when necessary.	2011	Accountability		
Improve passing rate of students taking MCC 101.	2012	Quality		
Create "team atmosphere" and improve communication among MCC 101 instructors.	2012	Innovation		
Evaluate current MCC 101 assessment goals.	2011	Accountability		

# MULTICULTURAL PROGRAMS

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Translate materials into Spanish for second language students and their families.	2011	Quality		
Develop a mini resource booklet and semesterly newsletter for incoming minority and underrepresented student populations.	2011	Quality		
Implement a two-part minority retention initiative that will increase students comfort and connection to campus.	2011	Accessibility		
Collaborate with the academic departments to offer diversity and multicultural opportunities outside of the classroom for students.	2012	Accessibility		

# ORIENTATION

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Enhance the New-Student Orientation format.	2011	Accessibility		
Evaluate effectiveness of current Parent Orientation program.	2012	Innovation		



# RECRUITING

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Gather prospective student-athlete names from the coaching staff, and compile and update a prospective student-athlete list on an ongoing basis, beginning in April of each year.	2011	Innovation		
Develop informational programming to provide early intervention on educational goal planning for families of middle school-aged children.	2012	Innovation		
Secure varsity rosters from all in-district high schools, in the sports MCC offers, to determine names, high school and year of graduation of prospective student-athletes. Gather roster and individual information and protect names from off-season showcases and club level tournaments.	2011	Accountability		
Create and expand college outreach programs to construct a support network for students planning to attend MCC.	2012	Quality		

# ***SAGE LEARNING CENTER***

## **Student Affairs**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Increase student success by increasing awareness of SAGE services and seeking CRLA Level III certification for tutors.	2011	Quality		
Increase number of student visits to SAGE Learning Center by increasing the number of available tutors in core subject areas.	2011	Accessibility		
Increase buy-in of academic divisions to the SAGE Learning Center.	2011	Quality		
Concerted effort to increase student feedback and evaluation of the SAGE Learning Center.	2011	Accountability		

# ***STUDENT LIFE AND LEADERSHIP***

## **Student Affairs**

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Create two workforce/career-focused student organizations.	2012	Accessibility		
Coordinate a two-tier student leadership program at MCC.	2011	Accessibility		

# SERVICE LEARNING AND VOLUNTEERISM

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Organize annual volunteer fair to be held on campus for students and community members.	2011	Accessibility		
Coordinate with Counselor of First Year Experience to expand upon information provided in MCC 101 courses regarding volunteerism and incorporate a service learning assignment.	2011	Accessibility		
Coordinate additional service learning opportunities within curricular and co-curricular activities.	2011	Accessibility		

# SPECIAL NEEDS

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Provide academic support accommodations to eligible Special Needs students enrolled in college credit courses to help them succeed at MCC.	2012	Quality		
Partner with area high schools, social agencies, and other offices within the College to inform eligible Special Needs students of available accommodations.	2012	Innovation		
Promote awareness of disability issues among students, faculty, staff and the community.	2012	Quality		
Provide professional development activities for College faculty and staff on Special Needs.	2011	Quality		

# TESTING CENTER

## Student Affairs

<b>Goal</b>	<b>Year</b>	<b>Strategic Priority</b>	<b>Mid Year Update FY 2011</b>	<b>End of Year Update FY 2011</b>
Stay proactive in regards to Distance Education with enhanced offerings and proctoring of exams for participating faculty.	2012	Accessibility		
Schedule staff meetings monthly or more often as needed to increase communication and keep abreast of changing protocol and technologies.	2011	Accountability		
Ensure that all services offered support faculty and student needs while maintaining test integrity.	2012	Accountability		
Identify, document, and continuously improve department work processes.	2012	Accountability		

# TRANSFER FUNCTIONS

## Student Affairs

Goal	Year	Strategic Priority	Mid Year Update FY 2011	End of Year Update FY 2011
Coordinate articulation efforts with in-state baccalaureate institutions, MCC's faculty, administrators and support staff, Illinois Community College Board, Illinois Board Higher Education and the Illinois Articulation Initiative for the efficient and effective transfer of MCC students.	2011	Quality		
Collaborate with faculty, administration, and staff to enhance course and program articulation, transfer agreements, joint agreements, and transfer tools.	2011	Innovation		
Build external partnerships by actively participating in statewide transfer initiatives and meetings and by maintaining active relationships with baccalaureate institutions.	2011	Innovation		
Develop a set of institutional guidelines for creating partnership agreements with colleges and universities in order to better assess current agreements and determine need for others.	2011	Accountability		
Develop a better understanding of the value of current partnerships in order to provide direction in developing others.	2011	Accountability		
Ensure transfer degrees are ICCB compliant.	2011	Accountability		
Monitor effectiveness of course and program articulation.	2011	Accountability		

# MCC Mission, Vision and Strategic Priorities

## **MISSION**

*At McHenry County College, we value learning, and we put the interests of our students and community first. By providing high quality, affordable and accessible learning opportunities, we enable students to meet their educational, career and personal goals. By sharing our knowledge and resources, we support our community's educational, social, cultural and economic vitality.*

## **VISION**

*The community's first choice for a lifetime of learning.*

## STRATEGIC PRIORITIES

Core Principle	Strategic Priorities
<p><b>Quality</b></p> <p><i>To achieve excellence in teaching, learning and the services we provide by:</i></p>	<p>1.a - Promoting student success through outstanding teaching and support services            1.b - Attracting and retaining high-quality employees            1.c - Promoting a culture of personal and professional development among employees            1.d - Providing up-to-date facilities and equipment that meet student learning needs, support program growth, and promote employee effectiveness</p>
<p><b>Accessibility</b></p> <p><i>To provide learning opportunities and support services that meet the needs of our diverse population by:</i></p>	<p>2.a - Providing opportunities that allow students, employees and our diverse community to engage at MCC, inside and outside of the classroom            2.b - Meeting student demand for coursework through diverse offerings and delivery methods            2.c - Providing smooth transitions from one learning stage to another</p>
<p><b>Affordability</b></p> <p><i>To offer opportunities to those at all economic levels to pursue their educational goals and personal enrichment by:</i></p>	<p>3.a - Offsetting the financial burden of education on our students by using current resources efficiently and pursuing alternative sources of revenue            3.b - Increasing financial aid resources available to students            3.c - Strengthening the financial stability of the College</p>
<p><b>Innovation</b></p> <p><i>To collaboratively generate creative and effective solutions by:</i></p>	<p>4.a - Valuing, inspiring and cultivating people, partnerships and processes to embrace dynamic growth            4.b - Creating, reinventing and promoting opportunities to encourage a lifetime of learning</p>
<p><b>Accountability</b></p> <p><i>To promote a service-oriented and ethical culture of fiscal, social, professional and individual responsibility by:</i></p>	<p>5.a - Increasing transparency in institutional policies, procedures and processes            5.b - Improving internal controls            5.c - Promoting and modeling sustainability and environmental stewardship            5.d - Creating measurable targets and evaluation processes for key strategies and objectives</p>







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