



Program: Chilton-Clanton Campus

Assessment period: Fall 2019 - Summer 2020

Program or Department Mission:

The Chilton-Clanton Campus of Jefferson State Community College is an instructional site created to specifically serve the educational needs of our students in Chilton County and the surrounding areas. It is a place where students are able to register for classes, pay tuition, see an advisor, and successfully meet their educational goals. The Chilton-Clanton Campus actively seeks to increase student enrollment, retention, and overall satisfaction.

Service Unit Outcomes & Assessment Plan

Intended Outcomes	Means of Assessment	Criteria for Success	Summary & Analysis of Assessment Evidence	Use of Results
<p>The facilities will be well maintained, staffed, and satisfactory to meet each student's educational needs.</p>	<ol style="list-style-type: none"> Review of full-time instructor and staff assignment to the campus. Review of maintenance staff and housekeeping services. 	<ol style="list-style-type: none"> More than 50% full-time faculty will be assigned to the Clanton Campus for instruction. Maintain at least two full-time office personnel to provide assistance to students. Maintain full-time housekeeping staff and an L-19 maintenance personnel. 	<ol style="list-style-type: none"> Growing enrollment indicates need for additional dual enrollment classes and instructors; English classes are being taught by more part-time instructors than full-time. Math is under the 50% mark for FT/PT as well because of the growth of the math class need. International Concepts is still providing housekeeping services, and it has maintained two part- 	<ol style="list-style-type: none"> The split PC/CC English instructor was moved to CC full-time. This helped move the English subject FT/PT ratio back closer to 50%. Similarly, a split PC/CC math instructor was hired beginning Fall 2019. We will continue to monitor other class needs. The Campus has a full-time coordinator and office manager on campus, along with a full-time Associate

			<p>time housekeeping personnel since they began in 2017. The maintenance L-19 maintenance personnel was discontinued in May of 2019. Both services remain at the campus because maintenance from the main campuses makes rounds to the Clanton campus when needed.</p>	<p>Dean. Increased enrollment has also put a stress on the enrollment services office, and additional personnel, particularly a financial aid representative (L-19, even) would alleviate some of the traffic that the office handles.</p> <p>2. Continue to maintain upkeep of buildings, making necessary repair/maintenance requests as needed.</p>
<p>The Chilton-Clanton Campus will maintain a safe and comfortable learning environment to foster academic excellence.</p>	<p>1. Jeff State Clery Report data</p> <p>2. Audit of security personnel hours</p>	<p>1. Two or fewer small incidents on the Clery Report.</p> <p>2. Documentation of 100% presence of security personnel during all hours of operation.</p>	<p>1. Data from the Jeff State Clery report shows 0 reported incidents at Clanton Campus from Fall 2019-Summer 2020.</p> <p>2. The Clanton Police Department supplies the campus with an officer during the hours of 7:00 am-9:30 pm. Officers rotate shifts.</p>	<p>1. Emergency door stoppers were installed in Summer 2020 in the enrollment services offices, specific individual offices, and other main areas of campus. Continue police presence to ward off any potential crime problems. Continue to be proactive in talking to students in reported abuse situations so police are alerted to potential high risk students. Continued request for security camera installation in lab 201 and outside building cameras.</p>

				2. Continue to provide security personnel during all hours of operation at the Campus.
The Chilton-Clanton Campus will increase student enrollment.	1. Enrollment reports issued by Jeff State's IRIR department.	1. Enrollment at the Clanton Campus will continue to steadily increase by at least 2% yearly.	1. Reports issued by the IRIR department show enrollment at the Clanton Campus for Fall 2019 was approximately 780 (668 regular with 112 dual enrollment) with 4543 credit hours.	1. Student enrollment is up from the previous year, but the credit hour production was down a significant amount. Unofficial data for Fall 2020 will be difficult to separate out Clanton enrollment because the new ACCS system links online classes in a separate category. We also continue to highlight JSCC in enrollment programs, community events, and college events etc. We continue to use the electronic method of signing in to enrollment services and financial aid because we can easily generate reports showing the traffic in enrollment services. We have tutoring services when enrollment on-campus dictates it.
Students will be able to identify and work with	1. Review of advising sign-in sheets.		1. a. Registration and advising has been extended,	1. a. Our campus would like a more regular

<p>an advisor to help achieve their identified educational goals at the Chilton-Clanton Campus.</p>		<p>1. More than 30% of students registering for classes will take advantage of advising sessions</p> <p>2. At least one full-time advisor will be available to students during office business hours (Mon-Fri, 8 a.m.-4:30 p.m.)</p>	<p>so instead of a week push, advising and registration begins much earlier. This allows for more students to come in when it is convenient for them. In addition, academic advising is available to students throughout the entire academic year.</p> <p>b. Each instructor was given another group of students in spring 2020 (due to report issues falling behind from the ACCS merge) from IR/IE data to advise for the year.</p> <p>2. The office maintains a full-time program coordinator and office manager within the enrollment services areas. Both of these staff members are trained advisors.</p>	<p>financial aid presence. We would also like more office help. The volume of appointments, calls, help-desk emails, advising, and financial aid (VA included) has grown tremendously.</p> <p>b. In Spring 2020, faculty and staff added new students to their intrusive advising. Each mentor received another 2-8 students to mentor and check on through the year. All instructors completed their efforts with emails, meetings for students, or other methods. This effort was adopted by the whole of Jeff State under the notion of Complete College America. Clanton was pioneering the way for student interaction before this, and we will continue to try different methods in reaching students to help them be successful.</p> <p>2. At a time when another part-time financial aid personnel is available, Clanton campus would benefit from assistance in this</p>
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<p>The facility will house and support instruction that will enable students to successfully complete the general education requirements for all degree programs and develop the following degree programs: Registered Nursing</p>	<ol style="list-style-type: none"> 1. Review of course offerings at the Clanton Center. 2. Review of full-time instructors in the AAS Nursing and AA/AS Transfer degree programs. 	<ol style="list-style-type: none"> 1. Eighty percent of general education classes will be made available at the Clanton Center; 100% of classes needed for completion of the AAS Nursing program will be offered at Clanton. 2. Maintain well-qualified, full-time instructors in the 	<ol style="list-style-type: none"> 1. The Clanton Campus offers courses in humanities and fine arts, English, natural sciences and mathematics, social and behavioral sciences and nursing. 2. The Nursing program at Clanton continues to have 	<ol style="list-style-type: none"> 1. Enrollment numbers will continue to be monitored to determine if additional courses/faculty are needed. Higher class demands for English and Math required us to move the split CC/PC English instructor

<p>(AAS) and Transfer Degrees (AA/AS).</p>		<p>classes leading to the degrees offered (AA/AS, and AAS Nursing).</p>	<p>steady enrollment and produces graduating nurses just one time a year now. Clanton's nursing program graduated its eighth nursing class of 27 students, spring 2020. To date, 183 nursing students have passed the program. The current year's class achieved a 81% N-CLEX pass rate.</p>	<p>(Jamie King) full-time to CC. We also hired an additional split CC/PC math instructor (Jarrod Cunningham).</p> <p>2. Instructors and equipment are added as funding and need arise in order for students to successfully complete the AAS Nursing program. The department is currently exploring options for a Spring admit cohort for the Clanton campus.</p>
<p>Plan submission date: September 14, 2020</p>			<p>Submitted by: Ashley Harlan Kitchens</p>	