



Program: Chilton-Clanton Campus

Assessment period: Fall 2020 – Summer 2021

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"> 1. Review of full-time instructor and staff assignment to the campus. 2. Review of maintenance staff and housekeeping services. 	<ol style="list-style-type: none"> 1. More than 50% full-time faculty will be assigned to the Chilton-Clanton Campus for instruction. Maintain at least two full-time office personnel to assist students in enrollment services. 2. Maintain full-time housekeeping staff and an L-19 maintenance personnel. 	<p>1. The online nature of the overall college schedule due to pandemic restrictions makes this data difficult to analyze. Full-time instructors taught full-load, with many teaching overload and double overload, schedules all three semesters of this year. The Chilton-Clanton campus, currently is well over 50% full-time in class assignments. In Summer 2021, both the Psychology and Speech Instructor at the</p>	<p>1. The Campus has a full-time coordinator and office manager on campus, along with a full-time Associate Dean. The enrollment services office also has a day L-19 and a Jeff Coach L-19 to aid with help desk emails, phone calls, walk-in appointments, everyday walk-in requests, and student success help. The enrollment services office also has two night</p>

			<p>campus accepted transfer positions to the Jefferson and Shelby campuses respectively, so the campus scheduled full-time replacement instructor interviews at the end of Summer 2021.</p> <p>2. Baza Services, LLC was granted the new contract for housekeeping services in summer 2021. Maintenance personnel from the main campuses responds to service tickets the campus requests.</p>	<p>L-19 office aids that complete filing, phone answering, walk-in requests, and other administrative duties to keep the office running smoothly and to aid students in the evenings.</p> <p>2. Continue to maintain upkeep of buildings, making necessary repair/maintenance requests as needed. A dedicated Clanton campus L-19 in both maintenance and IT would benefit the campus greatly.</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 Chilton-Clanton Campus from Fall 2020-Summer 2021. Security camera in 201 still in need of installation. Second floor cameras are incapacitated currently.</p> <p>2. The Clanton Police Department supplies the campus with an officer during the hours of 7:15 am-9:00 pm. Officers rotate shifts.</p>	<p>1. 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. Requests have been made for security camera installation; new camera systems are being purchased through security to replace old DVR run camera equipment. Clanton will be on rotation to receive newly installed system.</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. On-campus classes expanded to include nursing and a few developmental math and English classes after the 2020 pandemic sent all on-campus students online. Fall 2020, 78 nursing students were enrolled on-campus and 26 English and Math students were enrolled on-campus. The remainder of students that the Chilton-Clanton campus serves were enrolled in online classes over the whole college. Overall, the college headcount in 2021 was 8,531. More on-campus options were opened in Spring 2021 and continued to open in Summer 2021. The campus has been working with Workforce Education in partnership with business and industry to offer two sessions of HEO (heavy equipment operator) classes with experimental labs.	1. Overall college enrollment is down this year, and it is most likely due to issues surrounding the pandemic. The Chilton-Clanton campus partnered with the local school systems to continue to offer dual enrollment classes online. The campus continued to add on-campus classes back into the rotation as college safety protocol allowed. The campus will offer a schedule similar to Fall 2019 (before the pandemic) in the upcoming year. This data next year will be more accurate in analyzing enrollment trends. The HEO classes were successful, and the Chilton-Clanton campus will continue to partner with Workforce Development to continue these classes with grant opportunities. The campus is also in

				the process of planning for CDL training.
Students will be able to identify and work with an advisor to help achieve their identified educational goals at the Chilton-Clanton Campus.	1. Review of advising sign-in sheets.	<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>1. Due to the COVID-19 pandemic, registration and regular advising was transitioned to phone or LibWizard advising. LibWizard is a software through the JSCC Libraries that allows students to schedule Zoom appointments with advisors. From Fall 2020 to Summer 2021, the Chilton-Clanton program coordinator advisor logged 553 online appointments. These appointments consisted of a 30-45 minute advising session. The LibWizard chat function was also enabled and the office manager logged 62 chats which ranged from questions about forms and withdrawals to questions about financial aid and advising. The Advising Guide, available through the Library software was also accessed 1,717 times and provided students access to register for appointments or ask questions. Once walk-in appointments were allowed back on-campus, the</p>	<p>1. The Chilton-Clanton campus would still like a more regular financial aid presence. The campus would also like a VA representative presence as we have students with both financial aid and VA situations that are outside our regular advisors' expertise. Currently, Chilton-Clanton is working with the JSCC VA representative Rose Marie Cobb to offer regular VA visits to the campus for the upcoming 2021-2022 year.</p> <p>2. Both the program coordinator and the office manager utilized the LibWizard software to advise students and to answer registration chat help lines. The office manager currently serves as much more than a simple administrative assistant. A full-time Jeff Coach has been requested for</p>

			<p>campus has logged 176 visitors since Spring 2021. The Jeff Coach and the office L-19s returned to campus in Fall 2020 after the pandemic regulations, and both positions continue to aid students for walk-in appointments as they began picking up and returning to normal after pandemic regulations</p> <p>2. The office maintains a full-time program coordinator and office manager within the enrollment services areas. Both staff members are trained advisors.</p>	<p>the continued work with developmental students, along with all other students, in student success and advising.</p>
<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 (AAS) and Transfer Degrees (AA/AS).</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 Chilton-Clanton campus; 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 classes leading to the degrees offered (AA/AS, and AAS Nursing). 	<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. 100% of classes needed for AAS Nursing continue to be offered at the campus regularly with one new Fall admission cohort per year. The Nursing program at Clanton continues to have steady enrollment and produces graduating nurses just one time a year now. Clanton's 	<ol style="list-style-type: none"> 1. Enrollment numbers will continue to be monitored to determine if additional courses/faculty are needed. Online classes were in demand this year as most class offerings were shifted to online learning due to the pandemic. Chilton-Clanton will begin offering a schedule similar to the pre-pandemic Fall 2019 in the upcoming year. The department is currently

			<p>nursing program graduated its ninth nursing class of 31 students, Spring 2021. To date, 214 nursing students have passed the program. The current year's class achieved a 71% N-CLEX pass rate.</p> <p>2. The Chilton-Clanton campus has well-qualified full-time instructors in English, history, speech, biology, psychology, math, and nursing. The campus has well-qualified part-time instructors that teach classes that supplement the core classes.</p>	<p>exploring options for a Spring admit cohort for the AAS Nursing program at the Clanton campus. The campus is also exploring new dual enrollment options in CTE in conjunction with the Associate Dean of Career Tech; the welding program, once held at Lecroy will be explored with the possibility of culinary in conjunction with Jemison High School in the upcoming year. Since the N-CLEX rate was lower than the benchmark of 80%, the campus nursing department is currently executing a performance improvement plan. Nationwide, there has been approximately a 10% reduction in pass rates according to some sources. Some of this lower performance could be attributed to COVID-19 situations, reduced clinical time, abbreviated NCLEX exam questions due to reducing testing capacities, and other factors. The nursing department will</p>
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				<p>continue to assess performance and make adjustments to aid in student success.</p> <p>2. Instructors and equipment are added as funding and need arise in order for students to successfully complete transfer degrees and the AAS Nursing program.</p>
<p>Plan submission date: September 24, 2021</p>			<p>Submitted by: Ashley Harlan Kitchens</p>	