

Unit Operational Plan

Due March 22nd

2024-2025

Name of Unit: Liberal Arts Jefferson

Primary Purpose (Humanities & Social Sciences): The **Humanities** area provides learning experiences in the liberal arts tradition by offering courses that present students the opportunity to pursue moral, creative, and philosophical interests. Courses within this area include art, music, religion, philosophy, and theatre. The **Social Science** area provides learning experiences in the liberal arts tradition by offering courses that present students the opportunity to develop self-awareness and an awareness of society and human nature. Courses within this area include anthropology, geography, history, political science, psychology, and sociology.

Unit Goals

Unit Goals	Unit Outcome	Institution Strategic Plan	Fundamental Principles
Support faculty attending local, in-state, and out-of-state conferences, and those presenting in the fields of instruction.	Enable students, through various disciplines, to discover, develop and use their full range of abilities to better understand the world and their place in it.	II.A - Increase the Fall-to-Fall Retention Rate II.B - Support the continued growth and enrollment of Dual Enrollment students and programs. IV.B - Increase opportunities for professional development for all employees	2.5 - Dual enrollment programs that allow qualified high school students to earn credits for a high school diploma and/or a postsecondary degree. 4.2 - Professional development experiences that enable personnel to maintain currency in their respective fields, increase their awareness and use of alternative methods of meeting the needs of diverse student population, and develop innovative approaches to fulfilling their roles in the institution.
Support faculty by providing division facilities to support additional one-on-one and small group work in our areas.	Enable students, through various disciplines, to discover, develop and use their full range of	III.B - Continue to improve aesthetics and infrastructure at all campuses. IV.B - Increase opportunities for	2.1 - University parallel degree programs that allow students to make a successful transition to senior colleges or universities.

	abilities to better understand the world and their place in it.	professional development for all employees	2.3 - General education courses that encourage the intellectual, civic, social, and physical development of students. 2.5 - Dual enrollment programs that allow qualified high school students to earn credits for a high school diploma and/or a postsecondary degree.
Support student organizations (Art Guild and Scholar Bowl) institutional grant funding.	Provide students with a foundation of knowledge on which more advanced learning in the various disciplines and majors can later build.	I.A.3 - Increase work-based learning opportunities II.A – Increase the Fall-to-Fall Retention II.D – Increase and enhance support for adult learners.	2.5 - Dual enrollment programs that allow qualified high school students to earn credits for a high school diploma and/or a postsecondary degree. 3.1 A - Friendly and stimulating atmosphere that is conducive to both formal and informal learning and to cross-cultural awareness.
Support the Music (Choir and courses) program with improved facilities.	Provide students with a foundation of knowledge on which more advanced learning in the various disciplines and majors can later build.	II.A – Increase the Fall-to-Fall Retention III.B - Continue to improve aesthetics and infrastructure at all campuses.	3.1 A - Friendly and stimulating atmosphere that is conducive to both formal and informal learning and to cross-cultural awareness. 3.2 - Physical facilities, technological resources and other resources that promote learning
Support faculty on campus with facilities that are conducive to continued training and development.	Enable students to reason and communicate clearly and to inquire deeply.	II.A – Increase the Fall-to-Fall Retention II.D – Increase and enhance support for adult learners. III.B - Continue to improve aesthetics and	2.1 - University parallel degree programs that allow students to make a successful transition to senior colleges or universities. 2.3 - General education courses that encourage

		infrastructure at all campuses.	the intellectual, civic, social, and physical development of students. 3.2 - Physical facilities, technological resources and other resources that promote learning
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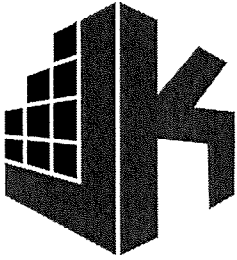
Unit Operational Plan for 2024-2025

1. **Goals** – The activities through which the outcome will be achieved. Each Unit Outcome should have at least one goal.
2. **Method of Assessment** – How the unit will determine if the objective has been met.
3. **Funding/Rationale** – Provide an estimate of the cost of achieving the objective. Also, include a description of how these funds will be used to accomplish the objective.

Goal	Assessment	Funding/Rationale
Support faculty attending local, in-state, and out-of-state conferences, and those presenting in the fields of instruction.	<ol style="list-style-type: none"> 1. Faculty will submit conference programs and bullet point summaries to share with their colleagues and the college. 2. Faculty will additionally incorporate activities into their class instruction where applicable. 	\$600 x 8 = \$4,800 FT faculty a year to match funds and allow staff to attend conferences.
Support faculty by providing division facilities to support additional one-on-one and small group work in our areas.	<ol style="list-style-type: none"> 1. We have several unused spaces on the second floor of BDH. These spaces can be improved in appearance and supplied with the necessary tools to assist students through one-on-one and small group study activities with faculty. 	\$29,785 was the previously approved amount for BDH 209.
Support student organizations (Art Guild and Scholar Bowl) institutional grant funding.	<ol style="list-style-type: none"> 1. These organizations provide additional support to students' academic and professional experience. 2. Scholars Bowl represents students from Communication and Liberal Arts interests. They have consistently made the national competition and are expected to return in the upcoming year. 	\$1000 to support Art Guild (additional funds raised through community) \$1000 to support Scholars Bowl (funds requested through Communications Division).
Support the Music (Choir and courses) program with improved facilities.	<ol style="list-style-type: none"> 1. With an increased enrollment and need for updated facilities renovating the choir room is a priority. 2. Planning summer high school visits to increase Choir interest and seeking to 	Estimated \$48,580 as of 03/20 email from Rick Edwards.

	utilize our maximum number of scholarships for the choir.	
Support faculty on campus with facilities that are conducive to continued training and development.	<ol style="list-style-type: none"> 1. Our office suite facilities, structurally accommodate areas that need updating to parallel the improved aesthetics of our classrooms and hallways. 2. Both departments have utilized an outdated refrigerator for decades. This unit stores food for faculty as well as students (when supporting smaller gatherings and end-of-semester events in classrooms. 	Staples range for refrigerator \$900.00.
		Total = \$86,065

ESTIMATE



Service Address

2601 Carson Road,
Fitzgerald Music Room
Birmingham, AL
35215

Prepared For

1 Jefferson State
Community College
2601 Carson Road
Birmingham,
Alabama 35215
(205) 514-3879

K&L Group, LLC

6320 TRACE WAY CIRCLE
TRUSSVILLE, Alabama 35173
Phone: (205) 567-8805
Email: kclay40226@msn.com

Estimate # 422
Date 02/29/2024
Business / Tax # K & L GROUP, LLC

Description

renovations

Remove and the drop ceiling tiles.
Replace existing drop ceiling tiles
Clean and paint drop ceiling grids.
Skim and repair drywall.

Paint on the walls, trim, and doors
Install LVP tile (over existing Flooring)
Rough and final cleaning services
Build Wooden Stage and handrail system

Carpet tiles to be installed over stage
LVP in entry area and main choir room

Build out door unit in area btw corridor and main entry of the Choir Room

Note: New Risers are to have 45 degree angle on left and right, in room corners, the same as the existing risers.

Subtotal	\$48,580.00
Total	\$48,580.00

By signing this document, the customer agrees to the services and conditions outlined in this document.

1 Jefferson State Community College