



## Planning and Evaluation Tracking

College Year: 2009-2010

Division of: Workforce & Economic Development  
Department of: Leisure Studies

Person Responsible: Damaris Schlong  
Person Responsible: Luke Morrison

**Purpose Statement:** Meet the personal enrichment educational needs of the Amarillo College service area as resources allow.

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Improve Gymnastics Program quality and customer service.	1. After the creation of a new emergency contact information database of parent/guardian(s) (of gymnastic students), and the subsequent population of that database, Gymnastics Program staff will be able to successfully contact 95% of parent/guardians within 30 minutes of the first contact attempt.	<b>Time Frame: 12/01/09 – 11/30/10</b>  Targets: <ul style="list-style-type: none"><li>03/31/10 – Create Database</li><li>06/21/10 – Populate Database</li><li>06/22/10 – Begin tracking results</li></ul> Y = # of emergency contact attempts made  X = # of parents/guardians contacted successfully within 30 minutes of first contact attempt  N = X/Y = % of successful contacts made	<b>1. Time Frame: 12/01/09 – 11/30/10</b>