



Planning and Evaluation Tracking

College Year: 2008-2009

Division of: Workforce Development
Department of: Criminal Justice Programs

Person Responsible: Damaris Schlong
Person Responsible: Toni Gray

Purpose Statement: Provide valuable educational opportunities for criminal justice professionals in the Texas Panhandle. Maintain our commitment to excellence in criminal justice training through our long-standing relationships with the individuals, agencies, and institutions that depend on us to provide quality and flexible training.

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Advise students who set an appointment, walk in, or call for advising.	1. After developing a comprehensive advising schedule, criminal justice employees who advise academic students will provide advising at 95% availability during advising hours using the Criminal Justice Advising Log.	1. Timeframe: (04/25/08 through 10/31/08) # students advised in office: 102/253 (40%) # students advised by phone: 135/253 (53%) # students advised by email: 16/253 (7%) # students rescheduled: 0 100% Availability	1. Timeframe: (04/25/08 through 10/31/08) For the second consecutive semester, we achieved 100% availability during this timeframe. The advising plan is working well and it is not necessary to make changes. Cherie Clifton has been a help in advising the CJ student, although we still continue to handle the bulk of advising for CJ. 04/25/08: We achieved 100% availability during this timeframe. Therefore, we will not be making any changes in the advising plan for the next six month period. We do have Cherie Clifton now on West Campus to help with the CJ Advising. This should really be a noticeable help with Fall advising.

<p>2. Increase communication within the department.</p>	<p>2. After scheduling weekly departmental meetings, the CJ staff will hold at least 95% of those scheduled meetings.</p>	<p>2. Timeframe: (4/25/08 – 10/15/08)</p> <p># meeting opportunities: 27 # meetings held: 12</p> <p>44% (N = 12 of 27)</p>	<p>2. Timeframe: (4/25/08 – 10/31/08)</p> <p>We will re-focus our communication efforts within the department by holding consistent weekly meetings. We will do much better in the next 6 months. A new item has been added to our standard weekly meeting agenda: "Happenings in the CJ world."</p> <p>4/25/08: The meetings every Friday are working well. During this time period we had several Fridays that were holidays (Thanksgiving, Christmas break, Spring Break) and several large conferences which caused us to miss a couple of meetings.</p>
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