



Planning and Evaluation Tracking

College Year: 2006-2007

Division of: Instruction

Person Responsible: Bob Sloger

Department of: Technical Training Solutions

Person Responsible: Ron Faulkner

Purpose Statement: The purpose of the department is threefold: 1. Provide custom technical training to area business and industry; 2. Explore new business opportunities for the college; and 3. Coordinate External Learning Experiences

Goal Statements	Objectives/Outcomes (including assessment tools and standards)	Results	Use of Results (including improvements and revisions)
1. Increase contracts with area business and industry (Correlates to Strategy 9.2: Secure new sources of revenue.)	1. After negotiations, decision makers at businesses with technical processes will sign a contract with Amarillo College at least 50 percent of the time based on data submitted for the clearinghouse forms	1. Fall 05 -Spring 06: No data available based on use of planned evaluation tool, GroupWise appointments.	1. 1. Data was inadvertently deleted from GroupWise appointments. This objective will be continued with a change in the evaluation tool. ACTION PLAN: Utilize the clearinghouse form report, instead of GroupWise data, to track the number of contracts signed as compared to the number of proposals submitted by our department to the clearinghouse.
2. Expand enrollments in ELE at Amarillo College.	2. After individual interview with follow-up e-mails, Amarillo College department heads with existing ELE courses will exceed the enrollment averages for ELE students in the previous 3 semesters (excluding fall 2005 that had abnormally high one time enrollment in a particular program) based on	2. Time frame: Spring '05 -- Fall '06. Average for 3 semesters prior to Fall '06 was 115 students. Enrollment for Fall '06 was 84 students. Enrollment was not increased and the goal was not met.	2. The average was skewed by an abnormally high one-time enrollment in a particular program in the Fall '05 program. This objective will be continued. ACTION PLAN: Meet individually with Amarillo College department heads that have ELE courses prior to the start of the following

Colleague data.

semester and follow-up with
e-mails. Exclude data from
fall '05 when compiling
average enrollment.