

Western Technical College Program Planning Document - Action Plan

Program/Department Name		IT Web & Software Developer					Date Created		9/27/2018				
Division		Business Division					Date Reviewed		10/8/2018 by Gary Brown				
Academic Year Launched	Doing, Done, Ditch, Delay*	Solution/Action	Key Results	Current Level of Performance	Performance Measurement	Non-Financial Resources Needed	Financial Resources Needed				Program Priority (1-6)	Point Person	Timeline
							Capital \$** (\$5,000+)	Capital Description(s)	Operational \$	Operational Description(s)			
2018-2019		Explore ways to increase graduation response.	4-Stakeholder Satisfaction	25% of graduates fill out survey.	Return of at least 65% of graduates returning the survey.	Explore what other technical colleges are doing to maximize returns on surveys.						Ann Brice (will call other Web program heads.	Through spring 2019.
2018-2019		Develop methods to ensure that students understand the nature of programming. By making sure students are a good fit, we will increase retention and graduation rates.	1-Course Completion	We retain about 50% of students from first year to second.	Retention and graduation rates.	Ask current students to come to New Student Orientations; have a video on the website for prospective students explaining what programmers do.						All	Through spring 2020.

Standard Costs

Additional Monitor	\$175 - \$300
All-in-One (staff computer)	\$900
Desktop Computer	\$1,000
Display (depending on size) <i>\$5,000+ would be capital</i>	\$2,000 - \$8,000
Elmo	\$800
Full-time Faculty	\$80,000
Projector	\$3,000
Projector Screen	\$400

Capital E

- A capitalized asset is defined as an item with a life expectancy of 2 or more years.
- A **set** is a group of interrelated items that f
- **Software is capitalized if the cost is over \$ software is an annual license or subscription Accounting Manual (FAM).**

Spree

Line Break Within a Cell	Press Alt an
Change Row Height	Position mc arrow and c
Save Document As	Excel Macro
Enable Content	If promptec

Instructions for Working Through the Action Plan

- If requesting new funding, add the information on a new line
- Can add multiple years to the "**Academic Year Launched**" column (i.e. 2018-19, 2019-20)
- Multiple items can be included in the same cell if they are tied together and/or will be assigned the same p
Solution/Action example: "Update technology: software \$4,000 (operational) and purchase new proje
- If requesting more than one item for capital or operational within the same priority level, list all items in th
the **Financial Resources Needed** section in the **Capital \$** and **Operational \$** columns appropriately
- Multiple selections can be made from the "**Capital Description(s)**" and "**Operational Description(s)**" drop-
- Only select one **Key Result** for each line item
- Only select one **Priority** for each line item; items with different priorities should be entered on separate lir
- Deans and Associate Deans must review and approve this document before items are entered into the An

Equipment Definition

with a purchase price of **\$5,000 or more** per unit or set and

function together, like a computer, monitor and keyboard.

**\$5,000 and it has a useful life of 2 years or more. If the
in fee, it must be expensed per the WTCS Financial**

Spreadsheet User Tips

and Enter keys

mouse over row line so the white cross becomes a double
double click

Macro-Enabled Workbook (*.xlsm)

When you click Enable Content when the document first opens

priority level

Factors \$6,000 (capital)" - Priority 1

in the **Solution/Action** column and total the dollar amount in

dropdown menus; select one at a time

names

Annual Planning Database

Western Technical College Program Planning Document - Data & Evidence

Program/Department Name IT Web & Software Developer

Date Created 9/27/17

Division Business Division

Date Reviewed

1. Using the data and evidence analysis for your program/department, identify the trends that you see in your quantitative data.

WTCS Comparative Data 2015

- Western's C or Better course completion rate for this program has ranged from 52.8% in 2012 to 68.8% in 2014. The average over the past five years is 58.1%. When compared to the only other WTCS institution with the same program, Western's program is outperformed.
- Our enrollment has fluctuated from 94 in 2011 to 106 in 2012 to 86 in 2015.
- The average 2nd year retention over the past six years is 49.2% compared to 51.6% at Lakeshore.
- The average graduation rate for the five years of measurement is 13.2% as compared to Lakeshore at 21.3%.

2015 Labor Market

- There is projected growth of 6.7% in this field through 2020.

Noel Levitz 2015

- Gaps in student satisfaction relate to instructional effectiveness, concern for the individual, admissions

2. Using the data and evidence for your program/department, identify themes that you see in your qualitative data.

Student Learning Outcomes – 2015-2017

- Students appreciate the wide variety of courses offered by the program.
- Students believe the quality of their instruction is excellent.
- Students state help is not readily available to students whose grades fall below average
- Students state faculty are readily available during office hours.
- Students believe they are not notified early enough if they are not doing well in the course..

3. Strengths and best practices our program/department could share with others include:

- Service-learning projects
- Site visits to employers
- Internships

4. Based upon thorough data and evidence analysis, the 3-4 areas or issues we are most concerned about include:

- Term to term retention
- Student satisfaction with instruction
- Enrollments
- Making sure there are additional resources to help students outside of classes

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Links to Data

<https://facultyresources.westerntc.edu/program-planning-resources/business/>

Annual Data and Evidence Analysis 2018-2019

Annual Data and Evidence Analysis 2019-2020