

Northland Pioneer College Strategic Plan 2013-2016

Presidential Strategic Initiatives, January 2013

Northland Pioneer College's updated 2013-2016 Strategic Plan is thorough and well thought out. However, the president of the college has identified certain strategic initiatives that must move rapidly to the forefront of college planning, decision-making and implementation. Additionally, the recently unveiled requirement by the Higher Learning Commission for a new accreditation pathway demands immediate attention to these initiatives. The president is issuing the following strategic initiatives as a preface to the NPC Strategic Plan; these strategic initiatives must be the main focus of our work together for the next several years.

1. Complete preliminary design of Open Pathway electronic portfolio and begin using the portfolio by November 2013
2. Orient college-wide actions, planning and budgeting toward student success
3. Determine and implement initial performance metrics for student success
4. Continue rollout of web conferencing for course scheduling and delivery
5. Develop one significant new partnership to enhance opportunities for students and communities
6. Continue to dedicate available resources to support network and technology infrastructure, new accreditation model, assessment of student learning and facilities infrastructure

Pillar 1: **Improve Student Learning and Success in all Instructional Areas**

Overall Responsibility: Vice President for Learning and Student Services

Priority 1: **Improve Student Success**

Next Major Milestone: May 30, 2013

Responsibility: All NPC

Goals:

1.1.1 Develop learning opportunities to assist with student success

Supports HLC Core Components 2de, 3acd, 4ac

- Research new program possibilities in each division to meet community and student needs
- Assess the need for alternative curriculum, scheduling, and delivery systems in each division
- Continue to expand internship opportunities
- Improve pedagogical strategies and techniques to enhance student learning in all divisions

1.1.2 Provide a culture of continuous improvements in all courses/programs that reflects current technology and global knowledge

Supports HLC Core Components 2de, 3abde, 4abc

- Implement Information Literacy Competency Standards for Higher Education in all divisions
- Review, expand and create programs and course offerings
- Continue improvement of distance education delivery systems i.e. online offerings, hybrid courses, audio, video, and smart classrooms

1.1.3 Evaluate, document, and improve learning and learning environments in all courses and programs

Supports HLC Core Components 2de, 3bde, 4abc

- Develop a schedule in each division to audit and evaluate curriculum to assess current viability
- Utilize student success data to schedule courses
- Update curriculum programs and course offerings in response to community and workforce needs and student interests
- Revise and improve program review processes in all divisional areas
- Investigate and implement optimal class size according to discipline
- Determine data needed and reporting system for e-Portfolio
- Develop an approach for scheduling that allows an increase in student completion rates

1.1.4 Create adequate support services to enhance student success

Supports HLC Core Components 2de, 3cd, 4c

- Strengthen the link of information sharing between advisors and instruction
- Implement testing and instruction for basic computer literacy (such as ICT095)
- Expand and advertise study areas for students
- Establish and implement a policy of student access to faculty

Priority 2

Arts and Science

Next Major Milestone: May 30, 2013

Responsibility: Dean of Arts and Science

Goals:

1.2.1 Expand distance delivery of general education through audio, video, and smart classrooms

Supports HLC Core Components 3acd, 4c

- Survey student needs for expansion of general education course offerings on these media
- Increase general education course offerings, each semester via these media
- Increase the use of web-based supplementary materials in general education classes

1.2.2 Research the feasibility of stand-alone class offerings in general education courses in English composition, mathematics, art/humanities, and social/behavioral science

Supports HLC Core Components 3acd, 4c

- Research the feasibility of hiring a full time faculty teaching in social work, social/behavioral sciences and art
- Discuss with Apache County the possibility of hiring faculty members in math, biological and physical sciences and social/behavioral sciences

1.2.3 Promote faculty development activities that contribute to student learning

Supports HLC Core Components 2ade, 3cd, 4a

- Promote sabbatical opportunities within budget restraints
- Promote conference participation within budget restraints
- Encourage all faculty members to participate in in-house professional development workshops
- Provide incentives for team teaching of select general education courses

1.2.4 Integrate general education assessment of student knowledge into continued course level improvement

Supports HLC Core Components 3cd, 4abc

- Integrate general education outcomes into ten selected courses that are core requirements of AAS degrees in five different AAS programs
- Improve the rubrics and standards in general education outcomes
- Develop means to assess information literacy and diversity in ten courses
- Expand the critical thinking and quantitative assessment into ten new courses
- Explore the possibilities of hiring a full-time assessment coordinator who reports to the Director of Institutional Effectiveness

1.2.5 Promote increased student involvement in the fine and performing arts

Supports HLC Core Components 2d, 3e

- Increase full tuition and fees support to students in music, theater, and studio art each semester
- Expand offerings in music
- Add new courses in the fine arts, both studio and non-studio

Priority 3

Career and Technical Education

Next Major Milestone: May 30, 2013

Responsibility: Dean of Career and Technical Education

Goals:

1.3.1 Create new programs for Skills Center at PDC and NATC at SCC

Supports HLC Core Components 2ade, 3abcde, 4abc

- Review requirements for the following new programs
 - Mechatronics and Robotics
 - Construction Technology
 - Administrative Justice and Detention Academy
- Evaluate the feasibility of developing new programs
- Work with Advisory Boards to prioritize new course offerings

1.3.2 Enhance and Improve Current CTE Curriculum

Supports HLC Core Components 2ade, 3abcde, 4abc

- Combine AIS and BUS Departments by Fall 2013
- Develop online WLD100 and WLD150 courses by Fall 2013
- Develop a schedule for CTE course review by department

1.3.3 Provide Professional Development for CTE Faculty and Staff

Supports HLC Core Components 2ade, 3cd, 4a

- Provide Automotive with Atech training for the 2012-2013 academic year
- Expand faculty participation in the state wide CTEAZ conference
- Survey all CTE faculties pertaining to professional development needs

Priority 4

Developmental Education

Next Major Milestone: May 30, 2013

Responsibility: Director of Developmental Education

Goals:

1.4.1 Increase focused content in multi-course setting

Supports HLC Core Components 3cd, 4a

- By May 30, 2013 75% of labs scheduled will be content specific
- By May 30, 2013 80% of courses in lab setting will have technology component

1.4.2 Pilot highest level developmental courses as standalone classes utilizing distance learning

Supports HLC Core Components 3d, 4ac

- By May 30, 2013 create a standalone English class (090) and offer it utilizing distance learning
- Research the possibility for stand-alone classes for the higher level developmental courses

1.4.3 Strengthen departmental assessment of student learning

Supports HLC Core Components 3cd, 4abc

- Explore the feasibility of hiring a data analyst to support learning
- By May 30, 2014 establish summative assessments for all courses

Priority 5

Nursing and Allied Health

Next Major Milestone: May 30, 2013

Responsibility: Dean of Nursing and Allied Health

Goals:

1.5.1 Continue to evaluate and expand program offerings provided by the Allied Health Division

Supports HLC Core Components 2ad, 3abcd, 4b, 5a

- Review requirements for the following new programs
 - Respiratory Therapy (RT)
 - Medical Laboratory Technologist (MLT)
 - Physical Therapy Assistant (PTA)
 - Occupational Therapy Assistant (OTA)
- Evaluate the feasibility of developing this new coursework
- Work with constituents to prioritize new programming

1.5.2 Continue to expand access to Nursing Assistant (NAT) and Nursing program offerings

Supports HLC Core Components 2ad, 3abcd, 4b, 5a

- Continuously evaluate demand for programming and develop processes to quickly respond to stakeholders needs
- Complete NAT lab at SPE
- Determine need for and access to Model Classrooms for nursing to assist students who live near SCC, PDC, and the Centers in accessing didactic nursing coursework
- Work with partners in Chinle to expand nursing programming
- Evaluate admission criteria for NAT and Nursing

1.5.3 Provide expanded access to online and face-to-face course work in the Allied Health Division

Supports HLC Core Components 2ad, 3abcd

- Create and deliver core allied health course work online (Medical Terminology, Pharmacology, Health Law and Ethics, Nutrition, MDA)
- Provide resources for professional development for faculty who are learning to work in an online environment
- Support current efforts to ensure students are prepared for online learning
- Continuously work to identify and recruit talented Allied Health Adjunct faculty

Pillar 2: Strengthen Institutional Planning and Accountability

Overall Responsibility: President

Priority 1: Support Student Success

Next Major Milestone: Fall 2013 and ongoing

Responsibility: Vice President for Learning and Student Services, Director of Information Services, Director of Institutional Effectiveness, Director of Marketing and Public Relations, Academic Deans, Dean of Students and staff, Career Services Advisor, Priority 1 Team

Goals:

2.1.1 Facilitate student enrollment in a variety of learning opportunities

Supports HLC Core Components 1abcd, 2b, 3b, 4ac, 5ac

- Conduct environmental scanning, including student, personal interest/lifelong learning for all age ranges, and employer markets (January 2014)
- Develop and implement a marketing and communication plan for current and potential programs (Fall 2013)
- Work with local public school districts to identify and educate students on college-ready skills and college options (ongoing)
- Educate eligible district residents of GED and high school graduation options; provide preparation courses and support for GED aspirants (ongoing)

2.1.2 Support enrolled students' educational goals

Supports HLC Core Components 1acd, 2be, 3abcde, 4abc, 5abcd

- Systematically assess academic student learning outcomes (ongoing)
- Systematically plan and evaluate institutional effectiveness among student services departments (March 2013)
- Initiate periodic review of academic programs for currency and market relevance
- Engage in periodic environmental and peer comparisons to help stay current on best practices in higher education
- Measure and track student intent across educational experience (October 2013, but dependent on Jenzabar implementation of intent tracking process)
- Identify risk factors that lead to student failure to achieve goals/non-completion
- Design and implement appropriate intervention strategies for at risk students
- Establish college-wide committee to develop and initiate "active advising" model (ongoing)
- Obtain and utilize feedback on college support systems through regular pre- and post-graduation student surveying (May 2013)
- Improve data entry and storage practices in Jenzabar and ancillary systems

2.1.3 Promote and measure student attainment of post-completion goals

Supports HLC Core Components 1d, 2b, 3cde, 4ac, 5bcd

- Develop alumni communication and tracking strategy (ongoing)
- Develop and implement regular cycle of alumni and employer surveying (May 2013)
- Develop plan for cultivating alumni loyalty, commitment, and identification with NPC (March 2013)
- Initiate feasibility study for development of alumni mentoring program (May 2014)

Pillar 3: Strengthen Technology to Support Learning and Service

Overall Responsibility: Director of Information Services

Priority 1: Provide technology solutions to increase student success

Next Major Milestone: August 31, 2013

Responsibility: Director of Information Services, Priority 1 Team

Goal:

3.1.1 Increase technology availability, access, and support that focuses on student needs

Supports HLC Core Components 1ad, 3ad, 5abcd

- Provide ubiquitous wireless data access at all instructional locations (January 2013)
- Actively solicit input from students regarding their technology needs
- Pilot virtual desktop and software application access to a group of students in a model that supports "any time, any place, and to any Internet connected device" (January 2013)
- Develop a plan to assist students with procuring computer hardware to support their learning (January 2013)
- Provide effective and prompt helpdesk support
- Provide high availability and redundancy for critical technology systems
- Provide fast and reliable network connectivity to each College location
- Offer training on technology skills for students as part of student orientation (June 2013)
- Expand support for assistive technologies for DRA students
- Support online and distance education course development and usage
- Ensure high availability of open computer lab resources and times
- Provide effective technologies and processes to enhance communications

Priority 2: **Develop and maintain a reliable, safe, progressive and efficient infrastructure to support the essential functions of the College**

Next Major Milestone: *August 31, 2013*

Responsibility: *Director of Information Services*

Goals:

3.2.1 Enhance technology resources and infrastructure to increase and improve support for College operations while reducing the College's impact on the environment

Supports HLC Core Components 1ad, 2a, 3ad, 5abcd

- Increase computer support positions to meet increased demands due to rapidly emerging technologies
- Actively solicit input from College employees regarding their technology needs
- Develop and implement a set of best practices for IT service management with a focus on change management processes (July 2013)
- Implement security and recovery plans that include active secondary or parallel systems and backup at remote locations and between locations for critical services (January 2013)
- Implement a comprehensive print management and PC reservation solution (December 2013)
- Explore the implementation of single sign-on authentication for all College systems
- Install wireless audio-amplification systems in PAC and symposiums
- Implement an internal Network Operations Center (NOC) (March 2013)
- Provide minimum 50 Mbps WAN connections between all instructional locations (July 2013)
- Integrate document imaging and electronic form processing into primary business and enrollment processes (March 2013)
- Maintain standardized technology infrastructure aligned with College and industry standards
- Develop and implement regular replacement cycles for all equipment and software according to an approved maintenance plan (January 2013)
- Ensure all computer and communications systems comply with federal and state laws, regulations and policies
- Monitor and manage direct and indirect energy consumption of all IS Assets with real time reporting and annual reduction targets
- Provide continuous, reliable and secure network data storage for all College employees
- Strengthen and support existing network infrastructure through discovery, documentation, and remediation efforts
- Expand the use of mobile devices by College employees
- Develop a system to provide an integrated photo ID/data card to students and staff members that serve as an authentication method for various College systems and services (August 2013)

Priority 3: **Provide technological solutions to increase instructional effectiveness and administrative support**

Next Major Milestone: *August 31, 2013*

Responsibility: *Director of Information Services*

Goals:

3.3.1 Enhance technology resources and infrastructure to increase and improve support for classroom instruction, including all areas of distance learning

Supports HLC Core Components 1ad, 3ad, 5acd

- Provide audio/video-capable portable computers with access to DRA resources for every student requesting access and migrate DRA software to domain profiles
- Provide computer based testing as a library service (August 2013)
- Implement centralized scheduling for computing labs to accommodate departments outside of AIS/BUS/CIS to use the labs and also allow for open lab time for all students (August 2013)
- Support the updates and upgrades for the College's learning management systems

3.3.2 Provide administrative and student services with increased efficiency, scope and reach through technology.

Supports HLC Core Components 3cd, 4bc, 5acd

- Develop, implement, and monitor a five year plan to address issues related to college-wide efficiencies related to the current ERP/SIS (Jenzabar)
- Enable 100% online registration and offer as a student enrollment option
- Dedicate resources to increase the use of reporting tools

3.3.3 Establish, develop and deliver training.

Supports HLC Core Components 1ad, 3cd, 5acd

- Provide basic curricula for using all college-wide systems
- Develop an efficient solution for 24/7/365 user self help for technology issues to include a knowledge base on common issues as well as screencasts that walk users through setup and usage of supported applications (January 2013)
- Establish and maintain professional organization memberships, as budget allows
- Provide continuous training for IS staff

Pillar 4: **Strengthen Human Resources and Employee Relations**

Overall Responsibility: Vice President for Administrative Services

Priority 1: **Establish a role for Human Resources to provide direct support to student success in job search and employment skills**

Next Major Milestone: March 31, 2013

Responsibility: Human Resources Director & staff, Employee Relations Committee, Priority 1 Team

Goals:

4.1.1 Determine appropriate role of Human Resources direct interaction with students

Supports HLC Core Components 1ac, 2e, 3bc, 5d

- Develop a survey tool to determine needs and opportunities for information and training (January 2013)
- Survey faculty, staff and students to determine next steps in fostering student success through direct interaction (March 2013)

Priority 2: **Establish stability, consistency and excellence of College staff and services through enhanced training**

Next Major Milestone: May 31, 2013

Responsibility: Human Resources Director & staff, Employee Relations Committee, Priority 1 Team

Goals:

4.2.1 Provide training appropriate for all employees

Supports HLC Core Components 1a, 2ae, 3bc, 5d

- Complete initial and implement ongoing annual customer service training for all classified and administrative support staff (May 2013)
- Use existing surveys and evaluate need for additional student satisfaction surveys to identify employee training priorities (May 2013)
- Continue to evaluate and revise the new employee orientation including a review of feedback forms from participants and supervisors (May 2013)
- Use available online resources to deliver safety and emergency response training, determine effectiveness and investigate additional available resources (May 2013)

4.2.2 Provide mandatory training regarding legal issues in the workplace

Supports HLC Core Components 1d, 2ae, 3c, 5d

- Identify training topics regarding legal issues for managers and supervisors (February 2013)
- Develop a master calendar to deliver ongoing mandatory training through a variety of modalities: streaming video, small group, convocation, etc. (May 2013)
- Design a training completion tracking and accountability tool (May 2013)

Priority 3: **Strengthen hiring, evaluation and compensation standards**

Next Major Milestone: *March 31, 2013*

Responsibility: *Executive Team, Director of Human Resources, Academic Deans*

Goals:

4.3.1 Enhance hiring procedures to increase likelihood of employing qualified personnel

Supports HLC Core Components 1c, 2e, 3cd, 4a, 5a

- Evaluate current hiring processes and possibilities of integration with the Jenzabar system (March 2013)

4.3.2 Evaluate and assess job performance procedures

Supports HLC Core Components 2be, 3cde, 4a, 5ad

- Review and evaluate existing evaluation tools and procedures (March 2013)
- Explore addition of 360-degree feedback reviews and use of employee surveys (March 2013)
- Implement improved job assessment procedures and tools including training for supervisors (January 2014)

4.3.3 Create and maintain an equitable and transparent compensation structure

Supports HLC Core Components 1ab, 3cd, 5a

- Evaluate current hiring placement procedures for all employee classifications and forward recommendations for changes (May 2013)
- Evaluate recommendations and implement changes to the placement process (September 2013)

4.3.4 Review adjunct faculty employment standards, hiring procedures and compensation

Supports HLC Core Components 2e, 3cde, 4a, 5ad

- Survey adjunct faculty to better understand concerns, areas of focus, and priorities. (May 2013)
- Annually survey Deans for adjunct staffing needs and qualifications (May 2013)
- Recommend changes to adjunct faculty hiring procedures and compensation (September 2013)

Priority 4: **Foster an institutional environment that encourages teamwork, pride in job and institution, and professional growth and development**

Next Major Milestone: *September 30, 2013*

Responsibility: *Director of Human Resources & staff, Executive Team*

Goals:

4.4.1 Improve communications college-wide

Supports HLC Core Components 1acd, 2ab, 3d, 5c

- Develop a plan to promote the regular use of the NPC website and MyNPC by all college employees (March 2013)

- Schedule, publish a calendar and conduct regular college wide site visits by HR Director (March 2013)
- Create an employee ID badge system, with possible link for timekeeping and payroll purposes (September 2013)
- Establish written communication protocols (December 2013)

4.4.2 Develop programs that recognize individual and group achievement

Supports HLC Core Components 2ad, 3ce, 5a

- Develop a written procedure for college service awards (December 2013)
- Develop a written procedure for retirement recognition for faculty & staff (December 2013)
- Review and revise Employee Recognition program - Employee of the Month - (December 2013)
- Develop and implement a more comprehensive wellness program (December 2013)

4.4.3 Promote professional development opportunities for staff and faculty

Supports HLC Core Components 1c, 2d, 3bcde, 4a, 5ad

- Survey all employee groups on professional development needs and ideas (October 2013)
- Actively recruit in-house talent to present professional development workshops or convocation break-out meetings (March 2014)
- Implement improved procedures for ongoing professional development committees (March 2014)

4.4.4 Foster teamwork

Supports HLC Core Components 1ac, 2b, 3b, 5d

- Research effective team-building activities with community service as a primary component (September 2013)
- Promote interdisciplinary teaching and/or cross-training (September 2013)
- Investigate the possibility of establishing a formal employee mentoring program to foster teamwork and assist with new employee training and success (September 2013)

Pillar 5: Strengthen Fiscal Resources to Support Critical Programs and Services

Overall Responsibility: President, Vice President of Administrative Services and Vice President for Learning & Student Services

Priority 1: Support scholarship and fundraising opportunities for students

Next Major Milestone: June 2014

Responsibility: President, Vice President of Administrative Services, Vice President for Learning & Student Services

Goal:

5.1.1 Support 501(c) organization to raise student scholarships (target June 2014)

Support HLC Core Components 3d, 5abcd

- Assist with finding new 501(c) Board members to increase tribal representation
- Financial Aid to develop stronger relationships with 501(c) Board
- Financial Aid to assist 501(c) in establishing new scholarship specific to student needs (childcare, transportation, books, etc.)
- Advertise available scholarships and encourage students to apply for scholarships, especially in northern part of District

5.1.2 Encourage and support students with fund raising activities (target June 2013)

Support HLC Core Components 3d, 5abcd

- Advise and consult with students on fund raising opportunities
- Provide marketing and administrative support

Priority 2: Identify and develop a variety of grant and partnership opportunities

Next Major Milestone: June 2014

Responsibility: President, Vice President of Administrative Services, Vice President for Learning & Student Services, Director of Financial Services, Director of Institutional Effectiveness, Director of Small Business Development, Dean of Career and Technical Education

Goal:

5.2.1 Establish a grants management function for seeking grants

Support HLC Core Components 3d, 5abcd

- Hire a consultant or establish an internal team to develop a grants management function at NPC (target June 2014)
- Develop procedures for managing grants (target June 2015):
 - Identify available grants
 - Identify student needs (child care, transportation, disabilities, etc.)
 - Identify program and infrastructure needs
 - Prioritize which grants to apply for
 - Ensure matching components of grant are properly included in budget
 - Establish annual target for grants
 - Develop a depository of statistical information to support grant writers

5.2.2 Strengthen the grant administration/accounting function for awarded grants

Support HLC Core Components 3d, 5abcd

- Establish a new position or elevate current clerk position in the Business Office to work solely on grant administration to better manage federal/state compliance requirements and audit issues (target July 2013)
- Develop a grants administration manual (target December 2013)
 - Outline duties required for department liaisons managing grant
 - Outline duties required for Business Office in support of accounting requirements
- Develop a Indirect Cost Rate for use in applying for grants (target June 2014)

5.2.3 Partner with businesses to raise funds for programs

Support HLC Core Components 3d, 5abcd

- Establish ambassador teams to approach key businesses for funding opportunities (target June 2014)
 - Small Business Development and Business & Industry Training to support community in business attraction and business expansion
 - Small Business Development and Business & Industry Training to continue to establish training opportunities for current and future workforce
 - Support apprenticeship and internship programs

Pillar 6: Strengthen Facilities through Planning, Development and Renewal

Overall Responsibility: President, Vice President for Administrative Services

Priority 1: Identify effective facility resources to improve student success; incorporate into future facility planning and development

Next Major Milestone: May 31, 2013

Responsibility: Vice President for Administrative Services, Director of Information Services, Director of Facilities, Dean of Students, Priority 1 Team

Goals:

6.1.1 Implement facilities resources to improve student success

Supports HLC Core Components 1a, 2e, 3de, 4ab, 5acd

- Develop recommendations to specify facility resources that should be included in future planning and facility development (February 2013)
- Develop plans to implement approved recommendations (May 2013)
- Develop a survey and assessment system with Institutional Effectiveness to analyze the efficacy of facilities to improve student success (September 2013)
- Develop and implement a tracking to verify role of facilities on student success (December 2013)
- Begin implementation of approved plans and begin tracking (January 2014)

Priority 2: Evaluate facilities to maximize efficient usage while responding to current needs and considering future instructional needs

Next Major Milestone: June 30, 2013

Responsibility: Vice President of Administrative Services, Executive Team, Campus and Center Managers, Academic Deans

Goals:

6.2.1 Improve availability and use of current facilities

Supports HLC Core Components 1a, 2a, 3de, 4a, 5acd

- Investigate the concept of bringing together individual/group study rooms with model classroom equipment and other existing technology/resources (March 2013) some locations do not have all technology

6.2.2 Include safety features in current and new facilities

Supports HLC Core Components 1d, 2ab, 5acd

- Complete a Student Safety and Learning Environment assessment and Survey (April 2013)
- Install interior windows on office and entry doors to provide view to internal corridors (January 2014)
- Consider emergency response planning and management in development of new facilities (June 2014)

6.2.3 Prioritize implementation of Master Facilities Plan to respond to current needs and provide for growth opportunities

Supports HLC Core Components 1d, 2bc, 3bde, 5acd

- Explore partnership options for future facility development (May 2013)

6.2.4 Establish a preventative facility and equipment maintenance program

Supports HLC Core Components 1a, 2a, 5acd

- Incorporate costs for maintenance into budgets; cost will be based on preventative maintenance cycle for facilities (February 2013)
- Incorporate equipment maintenance program in budget (February 2013)
- Establish planned maintenance and replacement cycle for equipment (June 2013)

6.2.5 Evaluate and prioritize facility use for existing programs

Supports HLC Core Components 1a, 2a, 3bde, 5acd

- Evaluate facility needs of existing programs and departments (June 2013)
- Develop and implement retention or disposal plans for dormant program materials (November 2013)
- Evaluate and prioritize based on community, student and workforce needs, cost and trends (January 2014)

6.2.6 Identify specific facility needs for existing and future programs

Supports HLC Core Components 1ad, 2b, 3bde, 5acd

- Develop a current use catalog and future program plans (July 2014)
- Work with IC to explore options for potential partnering of new program development (October 2014)

Priority 3: Disseminate and implement safety and emergency plan for natural disasters, manmade events, health threats, and hazmat events

Next Major Milestone: May 31, 2013

Responsibility: Vice President for Administrative Services, Director of Human Resources, Director of Information Services, Director of Marketing and Public Relations

Goals:

6.3.1 Implement training of safety and emergency plan

Supports HLC Core Components 1d, 2abe, 5cd

- Begin implementation of ongoing crisis/safety training for all employees (May 2013)
- Develop and implement safety and emergency plan drills at least annually district-wide or at all individual locations (September 2013)

Priority 4: Evaluate and implement the Higher Education Presidents Climate Commitment

Next Major Milestone: May 31, 2013

Responsibility: Vice President for Administrative Services, Dean of Career and Technical Education, College Council, Sustainability Committee

Goals:

6.4.1 Identify opportunities to move the college toward climate leadership

Supports HLC Core Components 1cd, 2a, 5acd

- Reconstitute the climate leadership committee (January 2013)
- Climate leadership committee to identify and evaluate opportunities to implement assurances to and recommendations from the Higher Education Presidents Climate Commitment (April 2013)

6.4.2 Implement recommendations associated with the Higher Education Presidents Climate Commitment

Supports HLC Core Components 1d, 2e, 5cd

- Continue to implement one recommendation annually to move toward climate leadership (September 2013)
- Identify and list ideas to allow climate leadership implementation to occur at individual/local level (January 2014)
- Determine plan and begin to document actions taken to move forward; communicate actions taken to College and communities (May 2013)
- Include climate leadership concepts in all planning processes and document justification for decisions to include or exclude (July 2013)
- Prioritize additional recommendations and develop a plan to increase and improve actions taken (July 2014)
- Identify partnerships and funding resources to implement expanded plans (January 2015)

6.4.3 Develop climate commitment curriculum

Supports HLC Core Components 1d, 2abe, 3be, 4a, 5a

- Identify new classes and programs in which climate commitment is a key or core topic (March 2013)
- Create classes that are non-major specific in different majors, disciplines, and degree program areas to promote climate commitment activities (March 2014)
- Market climate commitment course offerings and programs to move toward an Associates of Arts in climate commitment (March 2015)
- Identify transferable sustainable curriculum (March 2015)

Key to Abbreviations and Terms

AAS – Associate of Applied Science

AIS – Administrative Information Services

BUS – Business

CIS – Computer Information Systems

CTE – Career and Technical Education

CTEAZ – Career and Technical Education Arizona

DRA – Disability Resource and Access

ERP/SIS – Enterprise Resource Planning/Student Information System

GED – General Equivalency Diploma

HLC – Higher Learning Commission

HR – Human Resources

IC – Instructional Council

ICT – Information and Communication Technologies

ID - Identification

IS – Information Services (division)

IT – Information Technology

Jenzabar – NPC's ERP/SIS product

MDA – Medical Assistant

MyNPC – Student and Employee portal system

NAT – Nursing Assistant Training

NATC – Northeast Arizona Training Center

NOC – Network Operations Center

NPC – Northland Pioneer College

PAC – Performing Arts Center

PC – Personal Computer

PDC – Painted Desert Campus

SCC – Silver Creek Campus

SPE – Springerville/Eager center

WAN – Wide Area Network

WLD – Welding

WMC – White Mountain Campus

501(c) – Tax-exempt nonprofit organization