This document contains the annual plan for Moraine Valley Community College, including our mission and purpose, vision statement, core values, strategic priorities and goals, and annual continuous improvement objectives. The priorities, five broad directions supported by more specific goals, help set the framework and the focus for annual planning.

Planning promotes positive change. It is an ongoing process that includes strategic and annual planning through a process, a series of critical decisions that shape future directions. In all of our work, we are guided by our promise to dedicate all college resources to the achievement of our ultimate goal: student learning, student development and student success.

Listed under each of the Strategic Priorities and Goals are the college’s continuous improvement objectives for 2016-17. Note that while all objectives are listed, some require special funding. Since the college budget had not been approved at the time of this printing, the listing here of these objectives does not indicate funding approval.
The mission of our college is to educate the whole person in a learning-centered environment, recognizing our responsibilities to one another, to our community, and to the world we share. We value excellence in teaching, learning and service as we maintain sensitivity to our role in a global, multicultural community. We are committed to continuous improvement and dedicated to providing accessible, affordable and diverse learning opportunities and environments.

The college fulfills its educational mission through:

**General Education**  
Courses and concepts integrated into the curriculum that foster critical thinking and enable informed judgment and decision making

**Transfer Programs**  
Courses in arts, sciences and business leading to an associate degree and fulfilling the first two years of a bachelor’s degree

**Career Education**  
Occupational courses and skill development that respond to industry and community needs and lead to professional credentials, a certificate or an Associate in Applied Science degree

**Community Enrichment**  
Opportunities for residents to engage in lifelong education and cultural enrichment in a learning community

**Workforce Development**  
Partnerships with and customized training for business, government, social, and civic institutions resulting in organizational and economic improvement

**Student Development**  
Programs and services to support and enhance academic, career and personal growth and success for our diverse student population

**Developmental and Enrichment Education**  
Courses, programs and services to support and advance academic success leading to high school equivalency, English language proficiency or entry to college-level courses
Promise Statement

We promise to provide a student-centered environment and to focus all college staff and resources on student learning, student development, and student success.

Vision Statement

We envision a world-class college that meets current and emerging community needs for education and training through excellent service and outstanding programs offered in stimulating learning environments.

Core Values

Integrity
Responsibility
Respect
Fairness
Diversity
As a learning-centered college, we dedicate all programs, services and resources to student success with a commitment to continuously monitor, assess and improve our performance. New and continuing projects and their impact on staff and college resources will be examined within this framework.

A. Student Success: The college will strengthen its focus on students’ college and career success.

- Ease student navigation of college processes and information.
- Identify needs and barriers to student success and develop and implement programs to address them.
- Support and develop programs and services and curriculum to strengthen college readiness of students.
- Develop more sophisticated tracking of student performance.
- Assess and improve technology support systems and available data that advance student success.
- Improve student success by increasing staff engagement.
- Utilize multiple delivery methods and scheduling of instruction to meet student learning needs.
- Improve student achievement on learning outcomes.
- Improve retention and completion rates.
- Strengthen student engagement in the college community.
- Engage our students in citizenship and democracy through both education and practical hands-on civic experiences.
- Continue to provide a beautiful, safe, comfortable, healthy, and welcoming learning environment.
- Engage alumni in promoting student enrichment and success.
- Increase student retention and accelerate student transitions from developmental education to credit courses by evaluating the math course continuum and by using diverse modes of instruction and assessment to accommodate different learning styles (AQIP—Academic Quality Improvement Program project).
- Develop and implement a plan to fully integrate Institutional Effectiveness into college processes (AQIP—Academic Quality Improvement Program project).
Continuous Improvement Objectives – 2016-2017

1. Create a writing placement rubric based on course-end competencies for placement in IEL-082, IEL-084, IEL-086, or COM.

2. Discuss and re-evaluate curriculum in the developmental mathematics sequence, in collaboration with interested faculty members in the transfer-level math department.

3. Begin exploratory analysis for the cause of the hybrid BIO-180 high-attrition rate.

4. Develop strategies for improving the success rate for the Business Math (BUS-120) course by conducting surveys, collecting success data and meeting with faculty.

5. Improve retention in departmental online and blended course offerings through increased contact and tracking mechanisms.

6. Convert all IMS department offerings to Office 2016 and Windows 10 to best prepare students using the latest software versions available.

7. Offer online resources to improve student success in MTH-141 (College Algebra).

8. Propose eight-week hybrid courses for CHM-131 and CHM-132 to improve student retention.

9. Partner with district high schools to develop a three-step process where students complete the admissions form and placement testing, and register for new student orientation at the high school during designated hours.

10. Establish Registration and Records presence in MVConnect where information and forms are available to students in one location.

11. Conduct student focus groups at Moraine Valley’s Education Center at Blue Island to find out how we can better service students at the center.

12. Create a survey for the Southwest Education Center to obtain students’ feedback on services provided through the extension site.

13. Access student achievement of learning outcomes in all sections of the HDV-101 College Transition course to ensure student learning and outcomes are consistent with that of COL-101 students as the course serves as a substitute for COL-101 for special populations.

14. Revise the current New Student Orientation structure into a two-part program.

15. Refine interactions with high school counselors and students to improve the transition process.

16. Create a physical Transfer Center to better provide students transfer information, resources and opportunities in a centralized location adjacent to the Academic Advising Center.

17. Develop and implement an Individual Education Plan in conjunction with the Individualized Master Academic Plan for the TRIO Student Support Services participants in order to increase retention and graduation rates.
Continuous Improvement Objectives – 2016-2017 continued

18. Increase the number of student employees on campus by 5 percent with the hopes of increasing retention and completion rates for the college.

19. Conduct new research, improve monitoring of goal process and provide additional advising and educational planning support for all international students to decrease international student attrition and increase retention and success.

20. Improve understanding for students using VA benefits regarding the ramifications of the Academic Standards of Progress as evidenced by an increase in average GPA and PACE from fall 2015 to spring 2017.

21. Implement Accuplacer, the new placement testing platform for the college, and increase awareness of the new college placement test.

22. Develop and implement an online module for the current Financial Literacy program.

23. Develop a new website template for student storytelling marketing project.

24. Create a costumed mascot (to be unveiled as part of the 50th anniversary celebration).

25. Develop and implement an Athletics Hall of Fame.

26. Develop Athletics branding standards to create a cohesive, strong and modern image for Moraine Valley Athletics.

27. Coordinate the updating and installation of all external directional map signs.

28. Develop and evaluate a procedure for the completion of online CNA State Certification Exam.

29. Plan and make arrangements for the Alcohol and Drug Awareness Health Fair to be held April 20, 2017.

30. Measure the success of the new radiology curriculum with the ASRT certification exam pass rate to determine strengths and weaknesses in the program.

31. Investigate the changes needed to the Library’s loan policies and the system options that govern those policies.

32. Launch the My Library! mobile app that will allow users to access and update account information, receive text alerts and notifications, search the catalog, and access e-books and other e-resources from their personal devices in a well-designed interface, while seamlessly connecting to Library social media sites.

33. Create and implement a new one-year online catalog with a functional electronic design for 2017-2018 that is made publically available during spring 2017.

34. Condense the college’s 11 general education learning objectives into five institutional learning outcomes, draft five-year assessment plan for newly revised outcomes and use assessment results to improve student learning related to outcomes.

35. Revise college’s Assessment Plan to more closely reflect current assessment initiatives, provide concise documentation for all audiences and increase utilization of results.
Continuous Improvement Objectives – 2016-2017 continued

36. Create and implement a student consultant professional development training series to create more well-rounded student consultants for the Speaking and Writing Center.

37. Create and host a mental health program for students and community members.

38. Conduct a pilot study in fall 2016 instituting a withdrawal form in high-enrollment and high-withdrawal courses with the purpose of decreasing the percentage of withdrawals in these courses.

39. Collect baseline data through a college survey to assess the college’s use of data, the college’s assessment of Institutional Research’s services and suggestions for improvement.

40. Sealcoat and re-stripe parking lots and replace broken sidewalks campuswide.

41. Conduct Boiler House No. 1 mechanical improvements and Building G air handler replacement.

42. Reconstruct parking lot L.

B. Program Development: The college will develop innovative programs and services to anticipate and meet current and future student, community and business needs.

- Maintain high standards and high quality programs and services.
- Offer accelerated career programs.
- Strengthen partnerships with business, industry, preK-12, college/universities, and other service providers.
- Develop creative, alternative, flexible delivery methods, and schedules for teaching and learning.
- Expand and enhance transfer pathways in STEM fields.
- Develop and implement programs for nontraditional age students.
- Develop programs and services that address skills gaps.
- Develop and expand programs and services to meet the needs of current and emerging occupational skill sets.
- Impart principles of sustainability across all campus departments to affect sustainable, operational changes, which realize economic benefits; engage students, staff and faculty in learning and practice; and engage the broader community in practice for sustainable, economic and social justice development.
- Use data analytics to create new programs.
- Continue to build the structures and infrastructures, as necessary, to support college programs and partnerships.
Continuous Improvement Objectives – 2016-2017

1. Use the metrics of the completed online Travel Authorization forms to analyze where changes/improvements in the process of booking travel can be made to achieve savings.
2. Review travel policy and online travel forms with all deans/directors to ensure understanding and higher procedure compliance across campus.
3. Work with the Center for Teaching and Learning to develop an online/on-demand Colleague requisition/approval platform as a means for supplemental training materials for college staff.
4. Evaluate current public and classroom furnishings for possible learning environment improvements which may have an indirect impact on student retention at Moraine Valley.
5. Develop and implement a training program to eliminate injuries, property damage and product damage due to unsafe operations.
6. Continue to cultivate and maintain relationships with local high school students and faculty by providing cadaver tours in the Biology Department.
7. Begin the development of a Social Media Marketing course to support the needs of the community.
8. Establish advisory boards for business, culinary arts and travel, and host a joint Advisory Board Dinner each year to get input from community leaders about our programs and what students should be learning.
9. Develop a High School Partner Series program aimed to enhance college readiness knowledge for all levels of high school partners within the Moraine Valley district.
10. Develop a volunteer project to include the entire Athletics Department—student athletes, staff and coaches.
11. Continue work toward obtaining the Bronze Circle of Quality through Excelerate Illinois by the end of the fall semester 2016.
12. Create a new outreach program called High School Visit Day that enables potential students and parents to visit Moraine Valley, hear from staff, and begin the admissions process on days when the high schools are closed.
13. Using the Council for the Advancement of Standards in Higher Education Standards and Guidelines for Campus Activities Programs, the Student Life staff will identify and establish priorities to influence the program’s future direction while enhancing the quality of student learning and development.
15. Streamline and improve its student filing and recordkeeping systems in an effort to increase efficiency in reporting, improving student tracking and better serving students.
16. Conduct open panel discussion for community and student participants called Contemporary Issues in Criminal Justice.

17. Host an annual Public Service Career Fair for our local high school students in partnership with MACS.

18. Align current Health Information Technology program competencies with new 2017 AHIMA curriculum health information technology competencies and implement changes/additions to the Health Information Technology Program, as needed.

19. Revise the existing Medical Assistant Program course objectives and competencies to assure compliance with the 2015 Standards and Guidelines for the Accreditation of Educational Programs in Medical Assisting.

20. Evaluate the effectiveness of the Sleep Technology A.A.S. Program, particularly the graduate satisfaction, employer satisfaction and board exam pass rates.

21. Explore the possibility of the development of a Patient Care Technician Program with the development of an ECG/EKG certificate to provide a stackable certificate for current students.

22. Create and articulate a policy at the institutional level that explains a course fee application, and review and approve process to implement for fall 2016.

23. Initiate a comprehensive assessment project to gain specific insights into both the qualitative and quantitative success of its public programming.

24. Research and label humanities artifacts located on second floor of Building F.

25. Develop, create and implement a faculty course development process and workshop for the Learning Communities Program.

26. Conduct an employee engagement follow-up survey to measure if departmental college planning is making an impact.

27. Work with students in the Honors Program at the end of the first year and entering the second year to encourage and ensure degree completion, honors designation completion and transfer to the four-year institutions.
C. Technology—Teaching, Learning, and College Operations: The college will enhance its use of technology in teaching and learning, student services and operations.

- Be more agile and adaptive in developing infrastructure and support for new technologies.
- Improve the use of technology in making data-informed decisions.
- Cultivate a more technologically competent campus community.
- Expand the use of new communication technologies.
- Identify and implement new technology for resource optimization and sustainability.
- Improve instruction and student services for technology-delivered learning.
- Improve student and staff access to current and emerging technologies.
- Provide improved access and support to bridge the digital divide for students, staff and community.
- Continue to adhere to best practices for information security.
- Review and update the Business Continuity Plan.

Continuous Improvement Objectives – 2016-2017

1. Automate the employee absence form.
2. Implement a new module in the Colleague HR system to track faculty and staff hours worked and produce required reporting to ensure compliance with the federal Affordable Care Act.
3. Automate the Request for Employee process.
4. Use the college’s continuous improvement model to assist with marketing within our district to find surrounding medical imaging site to affiliate with Moraine Valley’s Mammography Program.
5. Support the Library’s new Multimedia Lab through awareness and promotion to students, faculty and staff throughout the campus.
6. Implement an electronic schedule modification request and approval process on a college-wide level.
7. Implement entry of events and meetings using Ad Astra software on a college-wide level.
8. Continue to enhance dashboards to improve college’s access to meaningful data and continue to conduct training on how to use and interpret the data.
D. Diversity and Inclusion: The college will deepen its commitment to diversity and inclusion.

- Cultivate a campus community rich in cultural competencies.
- Integrate global and intercultural perspectives into programs and services.
- Recruit and retain students and faculty of diverse backgrounds.
- Expand our efforts to communicate and provide resources and services to diverse and underrepresented populations.
- Develop distinctive recruitment and retention strategies for diverse and underrepresented populations.
- Develop and implement a more robust response to the increasing populations where the primary language is not English.

Continuous Improvement Objectives – 2016-2017

1. Increase the exposure and engagement in cultural awareness programming during the academic and summer enrichment components.

2. Increase services, educational programming, support, and engagement to increase retention and completion rates for African-American students.

3. Increase exposure of the English Language Learner Center and increase enrollment in the Intensive English Language Program.

4. Develop an accessibility rubric and use the department-developed tool to assess courses based on accessibility.
E. Resource Advancement: The college will continue to identify alternative revenue sources, maximize resources, contain costs, and keep tuition affordable.

- Heighten college commitment to sustainability by supporting a socially responsible community that advances peace and justice, respect, and preservation and enhancement of natural resources.
- Expand commitment to human resource development and future leadership opportunities.
- Increase campus community’s understanding of identifying, securing and utilizing external funding.
- Identify and disseminate internal and external best practices of fund development and resource management.
- Expand partnerships that support resource opportunities.
- Expand enterprise opportunities.
- Assess potential implications of performance-based funding on resources.
- Develop and implement a plan to increase employee engagement (AQIP—Academic Quality Improvement Program project).

Continuous Improvement Objectives – 2016-2017

1. Review, recommend, and select a wellness vendor for biometric screenings and flu vaccines.
2. Review and recommend specific actions/practices necessary to implement succession planning at the college.
3. Increase response to college need for institutional effectiveness and grants by increasing grant writer from 50 percent college funded to 100 percent college funded.
4. Measure effectiveness of programs/tools/services designed to increase the campus community’s understanding and successful implementation of grant-funded programs.
5. Complete Academic Quality Improvement Program (AQIP) elements required to maintain college’s accreditation with the Higher Learning Commission.
6. Facilitate the printing of a coffee table-style book and produce 12 individual videos featuring first-person perspectives on the college’s history, one compilation video and multiple 30-second spots to observe the college’s 50th anniversary.
7. Develop and implement a celebration of the college’s 50th anniversary.

Last revised 8/17/16
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