

TCC Prioritized Projects 2018-2019

Project	Short Description	Council Oversight	Cabinet Oversight	Project Owner(s)
1e: Increase access to quality tutoring and academic support labs (Academic Supports)				
Reading Co-Requisite Model	Study best practices and develop a framework for developmental reading corequisite at scale	Academic Affairs	Greg Stone	Tracy Skopek and Cathy Bankston
Redesign of Academic Labs, Tutoring, and Supports	The project includes changes in reporting structure, title changes, and changes in pay for some staff, as well as tutor certification and ongoing training for lab staff	Academic Affairs	Greg Stone and John Gibson	Corinice Wilson, Connie Hebert, and Randy Dominguez
1f: Expand the use of innovative and effective teaching methods that promote student learning (Teaching and Learning)				
Class Observation Component of the Faculty Review Process	Implement the peer classroom observations component of the faculty review process approved in 2017-18	Academic Affairs	Cindy Hess	Emily Tichenor
First Year of Analyzing Assessment Data for Institutional Learning Outcomes	Academic year 2018-2019 will represent the first year that faculty and staff will analyze their assessment data for the Institutional Learning Outcomes (ILOs). Faculty and staff will analyze the data on Communication Skills that they collected during 2017-2018 and will collect data on the Critical Thinking ILO.	Academic Affairs	Cindy Hess and Jan Clayton	Jenn Ivie and Jose Dela Cruz
eCore Courses for Online Learning	Selected faculty will work with Instructional Designers to develop high-quality online courses for a number of general education courses	Academic Affairs	Interim-Dave Poth	Randy Dominguez
Criteria and Process for Promotion in Rank to Professor	Building on the process for promotion in rank to Associate Professor, create a process and criteria for promotion to Professor	Academic Affairs	Cindy Hess	Cindy Hess
Institute a college-wide process for hiring part-time faculty members	Develop a checklist, streamlined process, and standards for hiring (interviews) and onboarding of adjunct faculty	Academic Affairs	Cindy Hess	Mike Limas and Lyn Kent
New Syllabus Template	Implement the new required syllabus template approved in 2017-2018	Academic Affairs	Cindy Hess	Emily Tichenor
Design General Education Framework	Develop new framework and procedures for assigning attributes and adding/removing Gen Ed courses	Academic Affairs	Greg Stone	Alicia Mackay and Greg Stone
Gap Analysis in Policies and Practices for Equity Scorecard (directly supports 1e, 1f, 2c, 2e, and 6e)	Assess racial equity gaps in the areas of developmental placement, course success and transfer rates to create action plan to close gaps	Academic Affairs	Eunice Tarver	Eunice Tarver

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2c: Provide more personalized support services (Personalized Student Support)				
Implement Starfish Connect	Plan next steps to implement the student traffic software for use in key student services areas.	Student Affairs	Jan Clayton	Terri Alonso and Mary Glenn
Service Standards and Student Experience Assessment	A summer task force will be working to develop a plan for adopting and training staff on a set of service standards.	Student Affairs	Jan Clayton	Jan Clayton, Jenny Beatie, and Jose Dela Cruz
Answer Center model	Students will access centralized, integrated, comprehensive, front-line services and support to meet their educational goals and resolve most of their issues and questions	Student Affairs	Eileen Kenney	Eileen Kenney and Keidron Dotson
Explore use of caseload/team assignments beyond advising	Explore feasibility of expanding caseload assignments to areas such as financial aid--goal is to provide students entire success teams to support their progress	Student Affairs	Eileen Kenney	Eileen Kenney, Karen Jeffers, and Keidron Dotson
Create guidelines for identifying students not likely to be accepted into limited access programs and guiding them to more appropriate career choices	Task team met to review current processes within program areas and outlined recommendations. Implementation to be determined.	Student Affairs	Jan Clayton	Molly Farley and Greg Anderson
Explore use of texts instead of email, using a single system	Currently, several offices utilize a texting platform; we want to streamline the use of text messaging and utilize one platform that can be used by multiple areas and track communication with students	Student Affairs	Eileen Kenney	Eileen Kenney and Rachael Achivare Hill
One Card System for Student and Employees	Implement expandable ID card system, initial phase in Fall 2018 with a dining plan to follow in Spring 2019. The project includes changing the current ID card system to a comprehensive solution including options for access control and campus purchases (food and bookstore). The dining plan in an additional option after the card solution is implemented.	Administrative Operations	Mark McMullen, Jan Clayton, and Sean Weins	Mark McMullen and Jan Clayton
Student Success Center Designs	Develop operational and functional layouts for Metro, Northeast and West Campuses	Student Affairs	Jan Clayton	Jan Clayton and Provosts

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2e: Initiate a college-wide process for strategically scheduling classes to meet student needs (Class Scheduling)				
Refine Course Scheduling and Create a Schedule Development Toolkit for Chairs	Toolkits will use fill rates, 3 year trends, enrollment projections and other data points to ensure all information is available to create student centered scheduling with the appropriate number of sections and variety of days and times	Academic Affairs	Eileen Kenney and John Gibson	Eileen Kenney and John Gibson
NEC Strategic Enrollment Management Plan	Implement strategies designed to increase on-campus enrollments at Northeast Campus	Academic Affairs	Eunice Tarver	Eunice Tarver
WC Strategic Enrollment Management Plan	Implement strategies designed to increase on-campus enrollments at West Campus	Academic Affairs	Open position	Open position
6e: Create a seamless process for university transfer through systematic development and monitoring of articulation agreements with four-year partners (Transfer)				
Gardner Institute/Develop action plans to ensure all transfer degrees have articulations	As part of the Gardner Institute's Foundations of Excellence program, complete TCC's first full year of participation in the Tulsa Transfer Collaborative	Academic Affairs	Cindy Hess	Emily Tichenor and Jenn Ivie
Foundational Projects				
Vision 2025 SEC Student Success Center	Project funded through Vision Tulsa and scheduled to be completed by January 2019.	Administrative Operations	Sean Weins	Sean Weins and Steven Cox
Review and Revise Mission, Vision, and Core Values	Engage broad stakeholders in reviewing and revising the mission, vision, and core values to develop statements that best reflect the College's purpose and beliefs that guide our work.	Institutional Effectiveness	Leigh Goodson	Lindsay White
Policy Development	Identify college-wide policies that need to be updated as well as policies that need to be written; Seek input from appropriate parties; Update/Create policies	Administrative Operations	Mackenzie Wilfong and Sandy Cooper	Mackenzie Wilfong and Sandy Cooper
Required Compliance Training	Communicate and monitor 2018-19 required trainings; identify and communicate 2019-20 required trainings	Administrative Operations	Sean Weins and Sandy Cooper	Mary Sirkel
Windows 10 desktop roll-out	College-wide upgrade from Windows 7 to Windows 10 in order to take advantage of current desktop capabilities, security enhancements and operational support.	Administrative Operations	Michael Siftar	Michael Siftar
Migration of paper based forms to ProcessMaker workflow	Identify and prioritize forms to migrate to ProcessMaker; Migrate forms	Administrative Operations	Michael Siftar and Sandy Cooper	Craig Cook

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Move out of Conference Center	Project is being coordinated partially in conjunction with TCC and TTC regents. The first half of 2019 will continue to include planning activities. Fully project timeline is still pending based on several variables.	Administrative Operations	Sean Weins	Sean Weins and Steven Cox
Comprehensive Travel Portal	The project includes implementing a new all-inclusive travel portal. Concur (the new portal) will allow end users to book their own flights and hotels. It will also allow for easier tracking of in-state mileage.	Institutional Effectiveness	Mark McMullen	Mark McMullen and Bill Creech
Contract Management System Implementation	Upload all known active contracts into software; develop template contracts for common use; and train high volume users on using the contract module to provide a single source for all TCC contracts.	Administrative Operations	Mackenzie Wilfong	Mackenzie Wilfong
HLC Site Visit	Submit the Assurance Argument and Evidence File and complete TCC's 10-year comprehensive evaluation and site visit	Institutional Effectiveness	Leigh Goodson	Paula Settoon and Lisa Gerow
Maxient online student conduct and complaint system	Develop an online student conduct complaint management system and roll out incident reporting process	Student Affairs	Jan Clayton	Harriette Dudley and Lennette Lawless
Fleet Management to Rental Car Transition	Currently testing electronic vehicle reservation process. Once the online process/solution is proven effective a communication plan will be rolled out to include a rental car option through a vendor like Hertz ultimately replacing the majority of our fleet. Benefits include reduced risk/liability and higher quality vehicles at same or lower total cost of ownership.	Administrative Operations	Sean Weins	Steven Cox
Dual2Degree and Early College High, including BA/NSU program	Implement Dual2Degree and Early College High School in 2018 and develop a framework for each program that will support continuous improvement, resource development, and ongoing collaboration	Academic Affairs	Cindy Hess	Lissa Steadley and Mary Cantrell
Comprehensive Campaign	The TCC Foundation has launched a \$20 million comprehensive capital funding campaign designed to bring significant private resources to support College needs and initiatives. The thrust of the Campaign in 2018-19 will be the solicitation of foundations and individuals, Key Campaign events, and a public announcement of the Campaign.	External Affairs	Lauren Brookey	Lauren Brookey