

PBCC Goal: The College will advance a constant commitment to excellence in teaching and learning.		PBCC Objective: By 2012, the number of faculty who are equipped to instruct in the newest and most advanced technology will be increased by 25%.	
Strategy to Address the Objective: Identify desired skills, assess current levels, provide training, re-assess.			
Desired Outcome of the Strategy: Improve faculty IT skills.			
Brief Narrative Description of the Strategy and Plan: Identified desired faculty IT skills, develop survey to assess current levels, analyze, develop workshops to provide training, provide workshops, re-assess.			
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ACTION PLAN 2

Action Steps <i>What will be done?</i>	Responsibilities <i>Who will do it?</i>	Timeline <i>By when?</i> <i>(Day/Month)</i>	Resources A. <i>Resources Available</i> B. <i>Resources Needed (financial, human, political & other)</i>	Potential Barriers A. <i>What individuals or offices may resist?</i> B. <i>How?</i>	Involvement A. <i>What groups are involved?</i> B. <i>How are they involved?</i>
Step 1: Assess Faculty Current Technical Skill Level - design and distribute program specific surveys.	The Committee will contact the Office of Institutional Research & Effectiveness and ask for assistance in developing assessment tools.	08/27/10	A. The Office of Institutional Research & Effectiveness. B. Time to develop the surveys & distribution of instruments.	A. B.	A. The Committee; Office of Institutional Research & Effectiveness B. Develop and administer survey; assist in developing assessment tools
Step 2: Surveys to be distributed -- per departments; Faculty participation in surveys.	Faculty; The Office of Institutional Research & Effectiveness	09/10/10	A. The Office of Institutional Research & Effectiveness; Department Heads B.	A. Faculty, Department Heads B. If anonymous - may not receive enough participation; if participants identified -- may not receive honest answers.	A. Faculty B. complete survey

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Step 3: Analyze results of program specific surveys and Identify needed improvements / training needs.	The Committee	12/03/10	A. Survey, the Committee B. Time to analyze results and identify needs.	A. Individual program staff. B. May not have staff to provide training.	A. The Committee B. Analyze results and identify training needs.

Evidence of Success: *(What evidence will be provided that progress is being made? What are the benchmarks of success?)*

Identified needed workshops skills to teach.

Assessment Process: *(How will the outcomes of the strategy be measured? What are the specific measures?)*

Surveys -- Final evaluation and recommendation list of workshops.

Request for Funds *(Are funds required to implement the action plan?)*

Describe the need for funds	Type of Funding	Amount Needed	Date Needed
	<input type="checkbox"/> Materials/Supplies <input type="checkbox"/> Personnel <input type="checkbox"/> Other		
	<input type="checkbox"/> Materials/Supplies <input type="checkbox"/> Personnel <input type="checkbox"/> Other		
	<input type="checkbox"/> Materials/Supplies <input type="checkbox"/> Personnel <input type="checkbox"/> Other		

Progress Report: *(To be completed during the action plan at determined points)*

Date:	Describe Progress:	Barriers to Implementation:	Submitted by:	Current Status:
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red
				<input type="checkbox"/> Green <input type="checkbox"/> Yellow <input type="checkbox"/> Red

Green = On schedule
 Yellow = Delayed

Red = Very behind schedule