

POLK STATE

COLLEGE

Airside Center

**DOCUMENTATION PREPARED BY THE INSTITUTION FOR THE
REVIEW COMMITTEE EXAMINING OFF-CAMPUS SITES AT
REAFFIRMATION**

Submitted To:

**COMMISSION ON COLLEGES
SOUTHERN ASSOCIATION OF COLLEGES AND SCHOOLS**



Off-Campus Site:

**Polk State College - Airside Center
3515 Aviation Drive, Lakeland FL 33811**

Site Visit: October 4-7, 2010

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**Commission on Colleges
Southern Association of Colleges and Schools**

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Part I. Overview

The Polk State College Airside Center, 3515 Aviation Drive, Lakeland FL 33811 was created to address an immediate need for instructional space, to meet demand for a trained workforce by local employers, and to provide for residents seeking jobs or job advancement in West Polk County. It provides room for the Polk State College Medical Imaging Complex, which currently includes the Cardiovascular Technology Program (CVT), the Diagnostic Medical Sonography Program (DMS,) and the Radiography Program (RTE) (relocated from the Winter Haven campus). In addition, it serves as the interim space for the Corporate College, which provides training for local manufacturing and supply companies. The building is owned by the City of Lakeland with whom the College signed a multi-year lease. The creation of the Airside Center was approved by the Polk State College District Board of Trustees at its July 2007 meeting. After significant renovations, classes started at the Airside Center on January 7, 2008. The initial date of Commission approval was June 17, 2008. All academic, student services, library/learning resources, and physical facility support functions provided at the Airside Center are managed by the Polk State College Lakeland campus. The programs offered at the Airside Center are not offered on the Polk State College Winter Haven or Lakeland campus, or any other off-campus site.

Three hundred and thirty-two credit students are currently served at the center. The projected demand for the Airside Center programming is subject to ongoing evaluation with growth of enrollment. The primary instructional delivery method at the Airside Center is didactic reinforced by laboratory work and clinical experience supporting the student-cohort concept inherent in the design of each of the programs.

Part II. Institutional Assessment of Compliance

1. Integrity:

The institution acts with integrity in its operation of the site(s) and reporting of compliance at the site(s). **(Standard 1.1)**

[To be determined by the review committee.]

2. Faculty

Programs at the site(s) use faculty in appropriate numbers and competence to maintain the quality of the programs. **(CR 2.8, CS 3.4.11, CS 3.7.1)**

There are several processes in place to ensure structured student access to faculty. Faculty maintain office hours that are posted to inform students of their availability. Polk State College has activated a student e-mail system that affords both the student and faculty members to correspond with each other. Additionally, Polk State College maintains a web platform (PASSPORT) that further assists students and faculty to electronically communicate with each other during the instructional process.

The Dean of Academic Affairs, Lakeland campus, supervises the program faculty/staff at the Airside Center and is responsible to ensure that each person is evaluated. In regards to the processes to oversee and evaluate the faculty and curriculum, there are standard processes observed. For example, there is a faculty selection process and a minimum credential requirement for full-time and part-time faculty members. Polk State College regularly evaluates the effectiveness of each full-time and part-time faculty member. The faculty is also provided with Professional Development opportunities. Polk State College's Academic Quality Council, comprised of faculty members from all disciplines, is charged with curriculum and course development and review (See Compliance Certification, Core Requirement 2.8).

The Airside Center's faculty and staff adequately support the programs offered. A complete faculty roster for each program, including descriptions of qualifications of faculty members, program directors, and clinical coordinators for the past two semesters are provided in Appendix A, Faculty Roster. The current course schedule is provided by the administrative system's Section Status Report in Appendix B.

3. Qualifications of Personnel

The administrative and academic officials leading activities and programs at the site(s) have appropriate qualifications. **(CS 3.2.8)**

The administrative and academic officers employed by Polk State College have the proper credentials and the necessary experience and competence to properly serve the institution. Recruitment for vacant administrative positions is conducted nationally, pursuant to Polk State College Procedure 6014 - *Recruiting/Employment Processes*, which establishes procedures applicable to the recruitment of full-time or part-time administrative, instructional, and career positions. It establishes that the intent of the College is to hire "...the most qualified candidate for employment... without regard to age, race, religion, color, sex, national origin, marital status or disability in compliance with Executive Orders and Titles VI, VII and IX of The Civil Rights Act as amended."

The College includes the academic qualifications of its administrative and academic officers in the *Polk State College Catalog 2009/2010* (pg. 172).

The staff at the Airside Center is under the direct authority of the Lakeland Campus Provost. Table 1, Administrative Personnel at the Airside Center, identifies the administrative and academic officials leading activities at the Airside Center. The resumes for the Lakeland Campus Provost, Dean of Academic Affairs, Dean of Student Services, Director of Learning Resources and TLCC, and Airside Center program directors are included in Appendix C, Resumes. The organizational chart that shows the administrative responsibility for the Airside Center is presented in Appendix D, Organizational Chart for Airside Center.

Table 1. Administrative Personnel at the Airside Center

Name	Position/Function	Responsibilities
Stephen Hull, M.S. Ed.	Provost – Lakeland Campus and Airside Center	Provides leadership and day-to-day management of campus and center operations.
Marvin Pippert, Ph.D.	Dean of Academic Affairs – Lakeland Campus and Airside Center	Supervises, manages, plans, designs, and develops all academic programs for the campus and center.
Reginal Webb, MBA	Dean of Student Services - Lakeland Campus and Airside Center	Supervises, manages, plans, designs, and develops all student services programs delivered on the campus and center.
Bill Foege, M.L.S.	Director of Learning Resources and TLCC – Lakeland Campus and Airside Center	Supervises, manages, plans, designs, and develops the library and learning resources for the campus and center.

4. Student Services

Student services at the site(s) are appropriate for the programs offered and the student body served by the site. **(CR 2.10, CS 3.4.9, CS 3.9.3)**

Polk State College's Student Services Department assists students from admission to graduation and helps prepare them for transition to the workforce or completion of the Associate in Arts (AA), Associate in Science (AS), Associate in Applied Science (AAS), or Bachelor of Applied Science (BAS) degree programs. Various services are provided and made accessible to students. The services presented in Table 2, Services Available at Lakeland Campus and Airside Center, are fully available at the Lakeland Campus; however, some services are provided in an abbreviated format at the Airside Center, and some services are also made available upon student request.

Table 2. Services Available at Lakeland Campus and Airside Center

Services	Lakeland Campus	Airside Center
Admissions	X	X
Institutional Testing	X	X
Financial Aid	X	Upon Student Request
Registration	X	X
Advising	X	X
Help Center	X	Upon Student Request
Disabilities Services	X	X
Student Activities and Leadership Dev.	X	X
Career Center	X	Program Sponsored
College Reach-Out Program TRiO Programs (Ed Talent Search, Upward Bound, Student Support)	X	Upon Student Request
Retention Services	X	X
Publications	X	X
Intercollegiate Athletics	X	Not Available
Student Clubs and Organizations	X	Funding Available
Student Government Association	X	X
Phi Theta Kappa	X	X
Multi-Cultural Events	X	X
Veterans' Services	X	X
Honors Program	X	X
Library Services	X	X

A dedicated full-time Academic Advisor has been assigned to the Airside Center. The advisor is responsible for providing advising, admissions, registration, and recruitment services at the Center. The advisor is also responsible for arranging and coordinating any additional student services requested by students at the Airside Center.

Table 3. Student Services Staff at the Airside Center

Airside Center		
Name	Position	Responsibilities
Kerry Shapiro, BA	Academic Advisor	Advising, admissions, registration, recruiting, and arranging for additional services requested by students at the center.

5. Library/Learning Resources

Library/Learning resources that can be accessed by students enrolled in courses offered at the site(s) are sufficient and appropriate for the programs offered. This includes access, services, and facilities. **(CR 2.9, CS 3.8.1, CS 3.8.2, CS 3.8.3)**

Learning Resources at Polk State College consist of libraries and learning resource facilities known locally as the Teaching/Learning Computing Centers (TLCC). A full-service library and TLCC facilities are located on the Lakeland campus. Services provided by this facility are extended to all Airside Center students as well as faculty members teaching at the Airside Center.

Library

Library services are available at the Airside Center on an outreach basis. A library office space (ASL 112), a computer librarian information kiosk, and a dedicated storage area (ASL 148) are in place at the center. While there is not a physical library collection at the facility, professional librarians (with Master of Library Science (M.L.S.) degrees and significant experience with electronic references) provide information literacy instruction. Librarians have been assigned for a total of 16 hours per week at the Airside Center. The librarians' scheduled times at the facility are planned such that they coincide with peak class times. The Airside Center Library Services Operating Schedule is Monday – Thursday, 2:00 p.m. – 4:00 p.m. and 4:30 p.m. – 6:30 p.m.

Learning resources and associated services at Polk State College consist of libraries, student-use computer labs, tutoring centers, and testing services. Processes are in place in these units to ensure that the various resources and services provided support the curriculum and the needs of students and faculty.

Polk State College libraries provide access to and support faculty and students through library collections and services via ownership and consortia agreements and memberships. The Lakeland Campus library is responsible for providing services to the Airside Center. Library services provided at the Lakeland Campus and Airside Center are summarized in Table 4, Library Services Available at Lakeland Campus and Airside Center.

Table 4. Library Services Available at Lakeland Campus and Airside Center

Service	Lakeland Campus	Airside Center
Reference Assistance	In Person/By Phone/Online	In Person/By Phone/Online
Information Literacy Instruction/Tutorials	In Person/Online	In Person/Online
Interlibrary Loan	Online	Online
Electronic Resources	Available	Available
Print Collections	Available	Available upon request
Resource Renewal	Online	Online
Computers/Laptops	Available	Laptops currently not available
Reserve Items	Available	Available
Faculty Request for Resources	Available	Available
Works Cited Help	In Person/Online	Online

Library collections

The Lakeland campus library maintains collections of circulating and reference books. Students, faculty and staff are able to borrow materials and can renew these by logging into their library account from the LINCCWeb online catalog. The library also maintains collections of print periodicals with research backfiles, microfilm, audio compact disks, popular paperback books, art and sculpture reproductions, and DVD/VHS educational videos. All collections are fully cataloged and accessible through LINCCWeb. Borrowing policies and procedures are detailed on the library's website. Table 5, Library Collection Title Count, provides information on the number of collections held by the Lakeland campus library that provides services to the Airside Center.

Table 5. Library Collection Title Count

Lakeland Library titles	31,369
Library electronic books	75,510
Library electronic databases	124
Digitized videos	390

Students, faculty, and staff at the Airside Center have full access to the library's array of online resources. All electronic resources are web-based and accessible with authenticated login through the Internet. Once authorized, users provide their Library Borrower IDs and PINs to authenticate. Once signed in, they have access to over 100 commercial full-text databases and over 75,000 electronic books.

In addition, a number of commercial databases are available to support the medical imaging programs located at the Airside Center. These databases are identified in Table 6, Medical and Allied Health Commercial Databases Available at the Airside Center.

Table 6. Medical and Allied Health Commercial Databases Available at the Airside Center

CINAHL Plus Full-text (EBSCO) Current Issues, Reference Shelf Plus (Wilson) Health and Wellness Resource Center (Gale) Health Reference Center Academic (Gale) Health Source Consumer Edition (EBSCO) Health Source Nursing Academic Edition (EBSCO) MEDLINE via FirstSearch (OCLC)	MEDLINE with Full-text (EBSCO) Natural Medicines Comprehensive Database (Therapeutic Research Center) Nursing and Allied Health Source (ProQuest) Nursing Library (Rittenhouse) Physician's Desk Reference (PDR) (Micromedex) Psych Articles (EBSCO) Thomson Healthcare Series
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With the exception of a selected set of program-relevant medical imaging reference books in Room ASL 134, there is no physical library collection of books or other materials at the Airside Center. However, students, faculty, and staff may request available circulating materials from any Polk State College campus library. Requested items are delivered to the Airside Center by internal courier within two working days. Requests can be made directly from the Polk State College Library Online Catalog, through an in-person meeting with an Airside Librarian, by telephone to the holding library, or via the library's *Ask-a-Librarian* online e-mail reference service.

Borrowed materials may be returned to the Airside Center or to any other Polk State College campus library or center. Many general and discipline-specific reference resources are accessible electronically through Polk State College's subscription databases (such as the *Gale Virtual Reference Library*, *Biography Resource Center*, *Health and Wellness Resources Center*, and *Encyclopedia Britannica*, et al.).

Library Staff

The Lakeland campus library has a reference desk which is staffed by a professional librarian during regular library operating hours. It is the role of the reference librarian to assist students and other library users with utilizing the library's electronic and traditional resources and to consult with students on identifying and filling their information needs.

All Lakeland campus professional librarians and the library director serve at the library's reference desk as a regular part of their assignments. Additionally, paraprofessional team members providing services at the library's circulation desks are able to assist students and other library users with solving basic information problems, such as catalog searches, database access, identifying course reserve materials, finding books in the library, or other tasks. These paraprofessionals refer more complex needs to the reference librarians.

The Airside Center is served by designated outreach librarians from the Lakeland campus library. Table 7, Airside Center Outreach Librarians, identifies the designated center outreach librarians.

Table 7. Airside Center Outreach Librarians

Airside Center Librarians	Credentials
Gigi Riggio	M.L.S., University of South Florida
Judy Scuderi	M.L.S., University of South Florida
Kristen Jernigan	M.L.S., Florida State University

Teaching/Learning Computing Center/Computer Lab

The Lakeland campus TLCC houses and maintains a student-use computer lab. A student use computer lab facility is in place at the Airside Center (ASL 118). Open access computers (32) with curriculum-related software, Microsoft Office applications, and information resources are available in the Airside student computer laboratory.

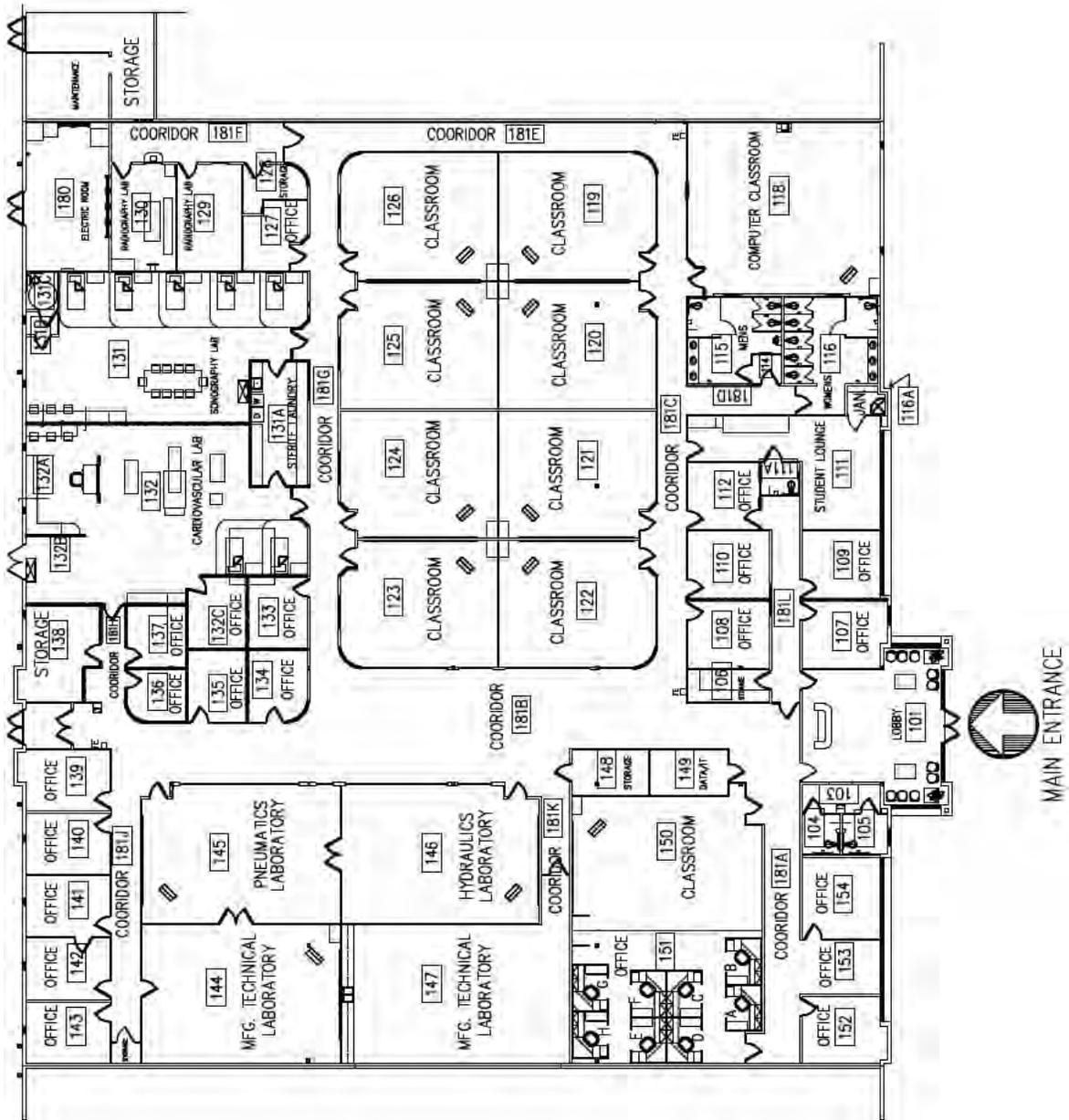
Tutoring services are planned for Airside Center students taking General Education courses in math and English. The use of online tutoring tools such as *SmartThinking* and the scheduling of peer tutors at the facility are tools that are being considered with growth of enrollment. Polk State College’s online course management program, *Polk Access to Learning* (PAL), is available to all faculty members for online courses and for supplementing face-to-face instruction. PAL access is arranged upon instructor request to the college’s Instructional Technology Department. This department maintains a liaison at the Airside Center. PAL provides convenient access to both the Polk State College library and TLCC websites.

6. Physical Facilities

The institution operates and maintains physical facilities at the site(s) that appropriately serve the needs of the programs and activities at the site(s). (CS 3.11.3)

The building hosting the Airside Center is owned by the City of Lakeland, with whom the College signed a multi-year lease. Detailed descriptions of the facilities are listed below and supported by the floor plan presented in Figure 1, Airside Center Floor Plan.

Figure 1. Airside Center Floor Plan



OCCUPANCY:

- Cardiovascular Technology Program: Rooms ASL 123, 132, and 139
- Diagnostic Medical Sonography Program: Rooms ASL 124 and 131
- Radiography Program: Rooms ASL 125-130 and 140
- Corporate College (for non-credit courses): Rooms ASL 141-147; 150-154; and 106, 107, 110 and 122.

The Airside Center was created to provide room for Polk State College's Medical Imaging Complex; it also provides the interim space for the Polk State College Corporate College, which provides training in partnership with local manufacturing and supply companies. After significant renovations, the following facilities are available:

- (7) Classrooms: Rooms ASL 119-126.
- (1) Computer Laboratory: Room ASL 118.
- (2) Radiography laboratories: Rooms ASL 129 and 130 (both labs equipped with functioning equipment).
- (1) Cardiovascular laboratory: Room ASL 132 (equipped with functioning equipment, laboratory space containing viewing area rooms ASL 132A and 132B, two curtain-equipped beds, and cabinet storage).
- (1) Diagnostic Medical Sonography (DMS) laboratory: Room ASL 131 (equipped with functioning equipment; laboratory space containing six hospital-grade curtain-equipped beds, meeting space, a private bathroom, and cabinet storage)
- The DMS lab has six ultrasound machines with technological equivalence to machines used in hospitals today. There are three internet-equipped computers in the lab for student use in research and reviewing for National Board exams and an overhead projector with computer for presentations and lectures.
- The DMS classroom (Room ASL 124) is a standard classroom equipped for current technology needs.
- (1) Sterile laundry space: Room ASL 131A (shared by the cardiovascular laboratory and the sonography laboratory).
- Office space for program personnel: Rooms ASL 127, 132C, 133-137.
- Dedicated storage space for allied health programs: Rooms ASL 128 and 138.
- Student/staff lounge: Room ASL 111
- Office space for administration and The Corporate College.
- (5) Laboratories dedicated to Corporate College training sessions.
- (1) Classroom dedicated to Corporate College training sessions.
- Air-conditioned space for server and telephone-communication equipment.
- The latest technology for the delivery of instruction in all classrooms and all laboratories (similar to the technology at the Lakeland campus).
- The latest technology for all office spaces and meeting space(s) (similar to the technology at the Lakeland campuses).
- Gathering space in the atrium for students, staff, and visitors.
- Approximately 450 parking spaces are available for all building occupants.

7. Student Learning Outcomes

The institution demonstrates the comparability of student learning outcomes with those for the same or similar programs offered on the main campus. **(CS 3.3.1.1, CS 3.4.6)**

The Airside Center was created to house the Polk State College Medical Imaging Complex, which includes the Cardiovascular Technology Program, the Diagnostic Medical Sonography Program, and the Radiography Program. These programs are designed to prepare students for employment and the successful completion of an AS or AAS degree.

Student learning outcomes are defined for all AS/AAS degree programs and are found in program materials published for students. These outcomes, as well as overall program outcomes and the methods for analyzing the achievement of these outcomes through established performance indicators, are part of detailed program evaluation plans that are in place for every AS/AAS degree program at Polk State College. The evaluation plans are at varying stages of implementation, depending on a program's assessment cycles and its specific accreditation requirements.

Additionally, each course at Polk State College, regardless of delivery mode or site, meets the program and course outcomes established for the course in the *Basic Course Information* (BCI) document, which is submitted when a course is approved by the Academic Quality Council (AQC). As stipulated in Polk State College Procedure 1001, *Communicating Course Information to Students*, the BCI for each course must identify the program outcomes (for AS courses) or the General Education outcomes (for AA courses) met by the course as well as specific course learning outcomes for the course. The section in the BCI for each course entitled *PSC Mission and Core Objectives* lists either the program outcomes (for AS courses) or the General Education outcomes (for AA courses). The section in the BCI entitled *Course Objectives* lists the individual course learning outcomes and identifies the program or General Education outcome statements from which they are derived. All courses of a given section, regardless of delivery mode, follow the same outcomes listed on the course BCI.

The course descriptions for all courses are included in the *Polk State College Catalog*. Each course description includes the number of credits as well as the number of lecture, lab, and/or clinical hours required for a given course as appropriate. Course outcomes for each course can be found on the Basic Course Information (BCI) form for each course. The BCI for each course can be found on the College website at the following link: www.polk.edu/bci.

Assessing the effectiveness of the college's AS and AAS degree programs and certificate programs is the responsibility of the individual program directors. Many of these programs face additional mandates from professional accrediting bodies and their assessment follows (by necessity) those specific compliance timelines and content requirements. Similar to the assessment measures of the General Education curriculum, program-specific documentation is collected using the Strategic Planning Online (SPOL) system, starting with the SPOL assessment module implementation during the Fall 2009 Semester.

In addition, a recently modified *Basic Program Review* (BPR) form and a unified *Performance Success Indicator* (PSI) sheet has been used to facilitate the administrative aspects of the program review. The results are published in the *Annual Program Review*. The 2009 review document has been part of the College's original compliance certification, while the most recent revision of the the underlying Program Learning Outcomes has been submitted as part of the Focused Report documentation (PSC Workforce Program Outcomes.pdf).

The program-specific assessment plans/matrices for Cardiovascular Technology, Diagnostic Medical Sonography, and Radiography can be found in Appendix E: Assessment Plans. All student learning outcomes across the General Education curriculum are evaluated as part of the college-wide General Education assessment, which involves a random selection of students enrolled in the required General Education course selections across Polk State College's campuses and center sites. The measurement specifics concerning student learning outcomes for the General Education curriculum are determined by departmental faculty, governed by the campus Deans of Academic Affairs, and aggregated in a central assessment repository by the Office for Institutional Research, Effectiveness, and Planning.

The programs offered at the Airside Center are not offered by the College on the Polk State College Winter Haven or Lakeland campus, or any other off-campus location.

Part III. Appendices

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Appendix A: Faculty Roster

Faculty Roster Form

Qualifications of Full-Time and Part-Time Faculty

Name of Institution: Polk State College

Name of Academic Area, Discipline, Department/School: Cardiovascular Technology

Academic Term(s) Included: 20101, 20102, 20103

Date Form Completed: August 27, 2010

1	2	3	4
Name	Courses Taught	Relevant Academic Degrees and Course Credits Earned	Other Qualifications
1. Kevin Ferrier (F)	CVT 2211C Critical Care Applications (N)	AS, Radiologic Tech., PSC	ARRT License # 285942
2. William Lockett (F)	CVT 1000C Intro. To Cardiovascular Technology (N)	AS, Radiologic Tech., PSC	Registered Technologist AART #200172, Florida Certified #2895845
3. Orlando Marrero (P)	CVT 2421C Invasive Cardiology II (N)	MBA, Business Admin., Upper Iowa Univ. BS, Business, FMU AS, CVT, Edison CC	Registered Cardio. Invasive Specialist, #00011654 Winter Haven Hospital, Cardiac Cath Lab
4. Roosevelt Nheik (P)	CVT 2511 Radiation Biology and Safety (N)	BMSc, Medical Sciences, Emory University AAS/AA Radiography, PSC	ARRT License #417892
5. Boyd Storey (P)	CVT 1261 Cardio Anatomy & Physiology (N)	BS, Cardiopulmonary Science, UCF	Licensed Respiratory Therapist RT5755 RT 1210 Cardio Anatomy and Physiology

Faculty Roster Form

Qualifications of Full-Time and Part-Time Faculty

Name of Institution: Polk State College

Name of Academic Area, Discipline, Department/School: Radiography

Academic Term(s) Included: 20101, 20102, 20103

Date Form Completed: August 27, 2010

1	2	3	4
Name	Courses Taught	Relevant Academic Degrees and Course Credits Earned	Other Qualifications
1. Barbara Koontz (F)	RTE 1458 Principles of Radiographic Exposure II (N) RTE 1613 Radiographic Physics (N) RTE 2061 Radiographic Seminar (N) RTE 2385 Radiation Biology & Protection (N)	MA, Guidance Counseling, USF BA, Technical Education, USF AA, Radiology, St. Pete Junior C.	Certified Radiologist #CRT4456
2. Jamie Selph (F)	RTE 1503 Radiographic Positioning I (N) RTE 1513 Radiographic Positioning II (N) RTE 2523 Radiographic Positioning III (N)	AS, Radiologic Tech, PCC	Certified Radiologist #CRT64939
3. William Lockett (F)	RTE 2762 Cross-Section Anatomy (N)	AS, Radiologic Tech., PCC	Registered Technologist AART #200172, Florida Certified #2895845
4. Beth Fletcher (P)	RTE 1000 Orientation to Radiologic Technology (N) RTE 1111 Radiographic Nursing Procedures (N)	AAS, Radiology, PSC	ARRT certification #375731 Certified Radiologic Technologist; License #CRT62366
5. Roosevelt Nheik (P)	RTE 2458 L Radiographic Quality Assurance (N)	BMSc, Medical Sciences, Emory University AAS, Radiography, PSC	ARRT license #417892
6. Patrick Phillips (P)	RTE 1418 Principles of Radiographic Exposure I (N) RTE 2762 Cross-Section Anatomy (N) RTE 2782C Radiologic Pathology	AAS, Radiologic Tech., PSC	ARRT Certified #418131 CRT #72799

Faculty Roster Form

Qualifications of Full-Time and Part-Time Faculty

Name of Institution: Polk State College

Name of Academic Area, Discipline, Department/School: Sonography

Academic Term(s) Included: 20101, 20102, 20103

Date Form Completed: August 27, 2010

1	2	3	4
Name	Courses Taught	Relevant Academic Degrees and Course Credits Earned	Other Qualifications
1. Merrybeth Etherton (F)	SON 1000 Intro. To Sonography (N) SON 1112C Abdominal Sonography II (N) SON 1211 Medical Sonographic Physics I (N) SON 1121C Obstetrics/Gynecology I (N) SON 2122C Obstetrics/Gynecology II (N)	AS, Radiologic Technology, PCC Certificate, Sonography, Hillsborough CC	Lead Sonographer, Gessler Clinic Registered Diagnostic Medical Sonographer #41929
2. Dina Brice (P)	SON 1112C Abdominal Sonography II (N) SON 1212 Medical Sonographic Physics II (N) SON 2061 Seminar in Sonography (N)	AS, Radiologic Technology, PCC Certificate, DMS, Florida Hospital College of Health Sciences	ARRT Certification #309898 Registered DMS #81427 ARDMS Certified #81427
3. Joanne Buchanan (P)	SON 1100C Procedures & Protocols of Sonographic Imaging (N) SON 1111C Abdominal Sonography I	AS, Sonography, Florida Hospital C. of Health Sciences	ARDMS Registered Sonographer; #81687
4. Leslie McElroy	SON 2150C Neurosonology & Superficial Structures (N)	AS, Sonography, Valencia CC	ARDMS certification #81824 Sonographer

Faculty Roster Form

Qualifications of Full-Time and Part-Time Faculty

Name of Institution: Polk State College

Name of Academic Area, Discipline, Department/School: General Education, Developmental, Business, misc.

Academic Term(s) Included: 20101, 20102, 20103

Date Form Completed: August 27, 2010

1	2	3	4
Name	Courses Taught	Relevant Academic Degrees and Course Credits Earned	Other Qualifications
1. Roger Aleman (P)	MAT 1033 Intermediate Algebra (T)	MST, Mathematics & Education, Florida Atlantic	
2. Lisa Harder (P)	REA 0002 Reading II (D)	MS, Reading Education, USF	
3. Donald Mikula (P)	PHI 2600 Ethics (T)	Ph.D., Philosophy, Southern Illinois Univ. MA, Philosophy, Washington Univ.	
4. Arthur Burdett (P)	PSY 2012 General Psychology (T)	MS, Clinical Psychology, New Mexico Highlands	
5. Joel Decker (P)	ETD 1320C Intro. To CAD (N)	MS, Technical Education, FSU	
6. Michael Derry (P)	ECO 2013 Prin. of Macroeconomics (T) ECO 2023 Prin. of Microeconomics (T)	MA, Economics, Virginia Tech	
7. Penny Morris (F)	STA 2023 Intro. To Probability & Stat. (T)	MA, Mathematics, U. of West Florida	
8. Dawn Templin (P)	CGS 1100 Bus. Applications on Microcomputers (T)	M.Ed., Instructional Technol., USF BA, Secondary Ed., Arizona State	
9. Pam Hoffman (P)	HSC1531 Medical Terminology (T)	MS, Health Education, UF	
10. Kevin Fitzgerald (F)	ACG 2001 Prin. Financial Accounting I (T)	Ph.D., Business Administration, Univ. of Tennessee	
11. Patrick McMahon (P)	FIN 2000 Principles of Finance (T) ACG 2011 Prin. Financial Acct. II (T)	MS, Financial Services, American College, 18 Grad. Credits in Account.	

12. Steve Hoffman (P)	ACG 2001 Prin. Financial Accounting I (T) BUL 2241 Business Law (T)	JD, Law, U. of LaVerne MBA, Accounting, U. of Miami	
13. John Woodward (F)	ACG 2001 Prin. Financial Accounting I (T) ACG 2011 Prin. Financial Accounting II (T)	MA, Accounting, Nova Southeastern	
14. Francisco Rodrigues (P)	TRA 1154 Intro to Supply Chain Man. (T)	MBA, Business Administration, UCF MS, Industrial Engineering, Univ. of Florida	
15. Edna Mitchell (F)	ACG 2011 Prin. Financial Acct. II (T)	MBA, Business Administration, Austin Peay 18 credits in Accounting	
16. Rodney Carson (P)	GEB 2350 Intro. To International Business (T)	MBA, Business Administration, UNC	

Appendix B: Term 2011-1 (Fall 2010) Airside Course Schedule

POLK STATE COLLEGE
PGM: RST904B1 LIB: PCCMODS

STUDENT INFORMATION SYSTEM
Section Status Report
CONTROL REPORT

DATE: 08/26/2010,12:34
PAGE: 1

INPUT PARAMETERS USED FOR RUN:

Term.....: 20111
Campus Code.....: A
Credit Type 1.....: 01
Credit Type 2.....: 02
Credit Type 3.....: 03
Credit Type 4.....:
Credit Type 5.....:
Credit Type 6.....:
Session Code 1.....:
Session Code 2.....:
Session Code 3.....:
Session Code 4.....:
Session Code 5.....:
Session Code 6.....:
Division.....:
Department.....:
Special Designator.....:
Subject Area.....:
Full/Part-Time Instr.:

***** Total section records read.: 37 *****

*** END OF REPORT ***

POLK STATE COLLEGE
PCM: KST904B2 LIB: PCCMODE

STUDENT INFORMATION SYSTEM
Section Status Report

DATE: 08/26/2010,12:34
PAGE: 1

Course	Ref#	Course Title	Cr.Hr.	Instructor	Max	Cur	Pd.	S	Beg.Dt	End.Dt	StTm	EnTm	Days	Bldg	Room	Ty	Sess	Loc.
ACG2001 #: 1	23270	PRIN FIN ACCT I PSSH: 75 ASSH: 33	3.00	RICHESON G	25	11	10	O	100823	101215	1730	2030	R	ASL	00119	02	1	A
BUL3310 #: 1	28201	LEGAL ISSUES IN BUS PSSH: 90 ASSH: 30	3.00	WILDER S	30	10	10	O	100823 100828 100911 100925 101009 100823	101015 100828 100911 100925 101009 101015	TBA 0800 0800 0800 0800 TBA	1100 1100 1100 1100 1100	UMTWRFS S S S S UMTWRFS	TBA ASL ASL ASL ASL TBA	TBA 00118 00118 00118 00118 00118 TBA	01	FT1	A
CGS1100 #: 1	23271	BUS APPS ON MICRO PSSH: 72 ASSH: 72	3.00	TEMPLIN D	24	24	23	F	100823	101215	1830	2130	R	ASL	00118	02	1	A
CVT1000C #: 1	23272	INTRO TO CARDIO TECH PSSH: 72 ASSH: 36	4.00	LUCKETT W	18	9	9	O	100823	101215	1000	1400	T	ASL	00123	02	1	A
CVT2420C #: 1	24591	INVASIVE CARDIO I PSSH: 75 ASSH: 31	3.00	FERRIER R	25	7	7	O	100823	101215	0900	1200	R	ASL	00123	02	1	A
CVT2500 #: 1	25363	EKG INTERPRETATION PSSH: 75 ASSH: 30	3.00	HUBBARD K	25	10	10	O	100823	101215	1630	1930	W	ASL	00123	02	1	A
ECO2013 #: 1	24683	PRIN MACROECONOMIC PSSH: 75 ASSH: 33	3.00	DERRY M	25	11	10	O	100823	101215	1800	2100	T	ASL	00121	01	1	A
ESC1000 #: 1	26581	SURVEY EARTH SCI PSSH: 75 ASSH: 21	3.00	STRENGEL-MAR	25	7	7	O	100823	101215	1830	2120	R	ASL	00121	01	1	A
ETI1403 #: 1	25291	INTRO TO ADVANCED MF PSSH: 20 ASSH: 2	1.00	STAFF	20	2	2	O	100823	101215	1830	1930	T	ASL	00146	02	1	A
ETI1420 #: 1	25289	MFG PROCESS & MATERI PSSH: 60 ASSH: 12	3.00	STAFF	20	4	4	O	100823	101216	1845	2015	M W	ASL	00146	02	1	A
ETI1622 #: 1	25290	CONCEPTS OF LEAN MFG PSSH: 60 ASSH: 6	3.00	STAFF	20	2	2	O	100823	101215	1700	1825	T R	ASL	00146	02	1	A
ETM1010C #: 1	25292	MEASUREMT & INSTRMIN PSSH: 60 ASSH: 9	3.00	STAFF	20	3	3	O	100823	101216	1700	1835	M W	ASL	00146	02	1	A
PIN2000 #: 1	23275	PRINCIPLES FINANCE PSSH: 75 ASSH: 48	3.00	MCAHON P	25	16	16	O	100823	101215	1730	2030	T	ASL	00120	02	1	A
GRB4376 #: 1	28402	ENTREPREN MANAGEMENT PSSH: 75 ASSH: 6	3.00	DRAKE H	25	2	1	O	101018 101018	101215 101215	1730 TBA	2030	T UMTWRFS	ASL TBA	00126 TBA	01	FT3	A
HSC1531 #: 1	23276	MEDICAL TERMINOLGY PSSH: 50 ASSH: 28	2.00	HOFFMAN P	25	14	14	O	100823	101216	1830	2020	T	ASL	00123	02	1	A
HUM2020	27781	INTRO HUMANITIES	3.00	SANDRIDGE K	25	25	24	F	101018	101215	***			***	***	01	FT2	A

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Course	Ref#	Course Title	Cr.Hr.	Instructor	Max	Cur	Fd.	S	Beg.Dt	End.Dt	StTm	EnTm	Days	Bldg	Room	Ty	Sess	Loc.
HUM2020 #: 2	27780	INTRO HUMANITIES PSSH: 150 ASSH: 75	3.00	CANCELLED	25	0	0	C	100823	101215	1700	1815	M W	TBA	TBA	01	1	A
MAN2043 #: 1	24513	PRINC OF QUAL MGMT PSSH: 75 ASSH: 3	3.00	CANCELLED	25	1	1	C	100823	101215	1730	2030	T	ASL	00118	02	1	A
MAN4301 #: 2	28176	HUMAN RESOURCE MGMT PSSH: 165 ASSH: 27	3.00	STAFF	25	0	0	U	101018 101018	101216 101216	1800 TBA	2100	W UMTWRFSS	ASL TBA	00218 TBA	01	FT2	A
MAN4301 #: 3	28177	HUMAN RESOURCE MGMT PSSH: 165 ASSH: 27	3.00	VANNESS L	30	9	9	O	101018 101020 101103 101117 101208 101018	101215 101020 101103 101117 101208 101215	TBA 1800 1800 1800 1800 TBA	2100 2100 2100 2100 2100	W W W W W UMTWRFSS	ASL ASL ASL ASL ASL TBA	00118 00118 00118 00118 00118 TBA	01	FT2	A
MAN4504 #: 1	28401	OPERTNL DECISION MKG PSSH: 75 ASSH: 42	3.00	CLICK E	25	14	14	O	100823 100823	101015 101015	1730 TBA	2030	T UMTWRFSS	ASL TBA	00126 TBA	01	FT1	A
MAN4900 #: 1	27975	CPSTN EXP: BUS ADMIN PSSH: 75 ASSH: 21	3.00	DRAKE H	25	7	7	O	101018 101022 101105 101119 101210 101018	101215 101022 101105 101119 101210 101215	TBA 1730 1730 1730 1730 TBA	2030 2030 2030 2030 2030	W F F F F UMTWRFSS	TBA ASL ASL ASL ASL TBA	00118 00118 00118 00118 00118 TBA	01	FT2	A
PSC1121 #: 1	26582	PHYSICAL SCIENCE PSSH: 75 ASSH: 42	3.00	VALK J	25	14	14	O	100823	101215	1830	2130	W	ASL	00119	01	1	A
REA0002 #: 2	24797	ESN OF READING II PSSH: 150 ASSH: 3	3.00	CANCELLED	25	1	1	C	100823	101215	0900	1200	S	TBA	TBA	03	1	A
REA0002 #: 2	23280	ESN OF READING II PSSH: 150 ASSH: 3	3.00	CANCELLED	25	0	0	C	100823	101215	1830	2130	T	TBA	TBA	03	1	A
RTE1458 #: 1	23281	PRIN RAD EXPOS II PSSH: 60 ASSH: 60	3.00	PHILLIPS P	20	20	19	F	100823	101215	1500	1800	T	ASL	00125	02	1	A
RTE2061 #: 1	23282	RADIOLOGIC MANAGEMEN PSSH: 80 ASSH: 64	4.00	KOONTZ B	20	16	16	O	100823	101215	0900	1300	R	ASL	00118	02	1	A
RTE2385 #: 1	28639	RAD BIOL AND PROTE PSSH: 2 ASSH: 2	2.00	KOONTZ B	1	1	1	F	100823	101215	1700	2000	TBA	ASL	00125	02	1	A
RTE2458L #: 1	23283	RADIOLOGIC QUALITY A PSSH: 44 ASSH: 38	2.00	PHILLIPS P	22	19	18	O	100823	101215	1500	1700	R	ASL	00125	02	1	A
RTE2523 #: 1	23284	RAD POSITION III PSSH: 66 ASSH: 57	3.00	SELPH J	22	19	18	O	100823	101215	1000	1300	R	ASL	00126	02	1	A
SLS1101 #: 1	24802	COLLEGE SUCCESS PSSH: 75 ASSH: 0	3.00	CANCELLED	25	0	0	C	100823	101215	0900	1200	F	TBA	TBA	01	1	A

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Course	Ref#	Course Title	Cr.Hr.	Instructor	Max	Cur	Pd.	S	Beg.Dt	End.Dt	StTm	EnTm	Days	Bldg	Room	Ty	Sess	Loc.
SON1112C	23285	ABDOMINAL SONOGRAPHY II	3.00	BUCHANAN J	25	13	13	O	100823	101215	1300	1500	TBA	ASL	00124	02	1	A
#: 1		PSSH: 75 ASSH: 39							100823	101215	0900	1100	TBA	ASL	00124			
SON1121C	23286	OB/GYN I	3.00	ETHERTON M	25	13	13	O	100823	101215	0900	1200	T	ASL	00124	02	1	A
#: 1		PSSH: 75 ASSH: 39																
SON1212	23287	MED SONOG PHYSICS II	3.00	BRICE D	25	13	13	O	100823	101215	1200	1500	TBA	ASL	00124	02	1	A
#: 1		PSSH: 75 ASSH: 39																
SON2061	23288	SEMINAR IN SONOGRAPH	4.00	ETHERTON M	25	10	10	O	100823	101215	0900	1300	F	ASL	00124	02	1	A
#: 1		PSSH: 100 ASSH: 40																
SYG2000	28232	INTRO SOCIOLOGY	3.00	LEDDY S	25	5	5	O	100823	101215	1700	2000	R	ASL	00120	01	1	A
#: 1		PSSH: 75 ASSH: 15																
TRAI154	23289	INTRO TO SCM	3.00	CANCELLED	25	0	0	C	100823	101215	1730	2030	W	ASL	00130	02	1	A
#: 1		PSSH: 75 ASSH: 0																

Section Status & Enrollment Recap

Sections - Total: 37 , Open: 26 , Full: 4 , Cancelled: 6 , <15: 10
 Enrollments- Allocated: 867 , Current: 332 , Paid: 324
 Potential Student Semester Hours: 2576
 Actual Student Semester Hours: 993
 *** END OF REPORT ***

Appendix C: Resumes

Stephen E. Hull

Home Address:

28 Brevard Dr. SE
Winter Haven, FL 33884
(863) 325-8280

Business Address:

Polk State College
999 Ave. H, NE
Winter Haven, FL 33881
(863) 297-1094
(863) 669-2331 FAX
shull@polk.edu

PROFESSIONAL EXPERIENCE:

**1992-Present: Polk State College
Winter Haven, FL**

Provost Lakeland Campus – (2007-Present)

- Provide executive direction and leadership for all campus based activities of the college on the PSC Lakeland Campus and Airside Center including academic affairs, student services, library and learning services, charter high school, and associated campus services. Teach reading in the college Development Studies Program.

Dean Workforce and Economic Development – (1996-2007)

- Managed all functional aspects of the Workforce and Economic Development Division including staffing, scheduling, budgeting, and program and staff evaluation for the following program areas: Accounting Technology, Business Administration and Management, Cardiovascular Technology, Computer Technologies, Criminal Justice Technology and Training, Diagnostic Medical Sonography, Engineering Technology, Early Childhood Education, Nursing, Occupational Therapy Assistant, Office Administration, Physical Therapy Assistant, Radiography, Respiratory Care, Health Information Management, Emergency Medical Services, the PSC Corporate College and Collegiate High School.

Continuing Education Manager – (1992-1996)

- Managed the Continuing Education Department including budget, staffing, non-credit programs, selected A.S. degree programs and telecourses. Provided leadership that resulted in unprecedented enrollment growth. Led an initiative to establish corporate partnerships and contract training. Worked cooperatively with the Florida Phosphate Council to establish Contractor Safety Training, a program that still serves in excess of 4,000 students annually.

1988-1992: Aluminum Company of America (ALCOA)

**Coordinator, Educational Delivery & Quality Facilitator
Alcoa Technical Center – (1990-1992)
Alcoa Center, PA**

- Managed all aspects of the Alcoa Distance Education Program. Consulted with all Alcoa domestic locations to identify need and deliver requested training. Pioneered Alcoa's entry into broadcasting education and training via satellite to all domestic locations. Led a corporate benchmarking team to establish distance education and broadcast standards. Instructed quality and professional development courses. Served as a quality facilitator.

Training Administrator

**Alcoa Davenport Works – (1988-1990)
Davenport, IA**

- Managed the Davenport Works training and professional development program (total employment: 3,000, including 750 salaried personnel). Promoted to corporate.

1980-1988: Eastern Iowa Community College District

**Associate Dean for Community Education and
Alternative Programming – (1985-1988)
Eastern Iowa Community College District
Scott Community College, Bettendorf, IA**

- Directed, managed, and evaluated all off-campus A.S. degree programs and non-credit programs offered in the Scott Community College service area. Served as the lead faculty member for the Quality Control Technician program and taught in the Business Administration program.

**Assistant Director for Trades & Industrial Education,
Community education – (1980-1985)
Eastern Iowa Community College District
Davenport, IA**

- Planned, developed, managed, and evaluated all A.S. degree programs and non-credit Trade and Industrial Education programming in the EICCD. Developed, monitored, and managed the Trade and Industrial Education budget. Increased department enrollments by 45% through innovative, needs based programming. Wrote grants totaling \$450,000 to provide industry-based training.

ECONOMIC DEVELOPMENT AND GRANT WRITING/MANAGEMENT ACTIVITY:

Quick Response Training Program

QRT is a Workforce Florida, Inc. initiative to fund training costs for new and expanding business creating high-quality jobs in the State. QRT grant total is \$1.75 million.

• QPI	1993	\$112,565	246 employees trained
• Glendale Protective Tech.	1993	\$30,639	50
• MacMillan Bloedel	1993	\$99,656	52
• Mulberry Ethanol	1994	\$61,572	36
• Ytong	1995	\$165,270	115
• GEICO	1996	\$100,313	129
• GEICO	1998	\$311,640	508
• Pepperidge Farm	1998	\$97,125	40
• Keymark	1998	\$97,469	139
• Maxpak	1999	\$19,312	57
• Mid State Truss	1999	\$17,850	22
• Pepperidge Farm	2000	\$65,520	78
• Lockheed Martin	2002	\$129,780	103
• USCO	2003	\$218,000	590
• Minute Maid	2003	\$250,000	150
• Ford Motor Company	2003	\$239,784	99
• Pepperidge Farm	2004	\$114,240	48
• Rotanis	2005	\$82,320	70
• Lockheed Martin	2005	\$122,241	100

Capitalization Incentive Grants

- Network Engineering Technology 1998 \$250,000

Funds used to start the Network Engineering Technology A.S. program.

- A+/Cisco 1999 \$250,000

Funds used to expand the NET program by creating an A+ and Cisco program track.

State Workforce Funding

- Information Technology Training and Certification Grant (2001) \$200,000

Participating companies: Pepperidge Farm, Badcock, City of Lakeland, Polk County School Board, Watkins, Publix, Next Gen Technologies, Lakeland Ledger, Central Florida Development Council, Polk County Sheriff's Office, City of Eagle Lake, Micro Business Solutions, BCI Engineers and Scientists, Inc. 50 participants trained and certified.

- Targeted Industry Sector IT Training Grant (2002) \$294,315

Participating companies: IMC, Bunch and Associates, Colorado Boxed Beef, US Agri-Chemicals, Choice Communications, Inc., MCI, Cargill, Badcock, American Bank and Trust, Publix, U&H Caretaking, Inc., Ametek, Seal-Krete, Inc., Pepperidge Farm, CF Industries, Data Integrity Services, Inc., Computer Data Network Partners, Watkins. 50 participants trained and certified.

- Skills Upgrade Challenge Grant (2002) \$478,500

To provide insurance licensure training for 810 GEICO employees.

- Step-up Challenge Grant (2000) \$109,500

To provide call center training for WIA clients.

- Customer Care/Work and Learn (2002) \$122,000

To provide customer service training for WIA clients.

- Child Care Training Grant (2001) \$103,678

A DCF grant to provide state mandated training for child-care workers in Polk County.

- Jobs for Florida's Future Grant (2005) \$758,882

A grant to establish the start-up of a Respiratory Care A.S. degree program on the Lakeland campus.

- Succeed Florida Grant (2006) \$226,259, (2007) \$288,042

A grant to establish the start-up of a Cardiovascular Technology A.S. degree program located at the Airside Center.

- Succeed Florida Grant (2006) \$226,259, (2007) \$288,042

A grant to establish the start-up of a Diagnostic Medical Sonography A.S. degree program located at the Airside Center.

Federal Initiatives

- Department of Education -Tech-Prep Demonstration Grant (2001) \$500,000

A partnership with the Polk County School Board to transition high school students into post-secondary career and technical education programs of study – and to create the PSC Collegiate High School.

- Department of Labor - President's Community Based Job Training Grant (2007) \$2,000,000

A partnership with the Polk County School Board to create a career path for secondary students in allied health career academies to articulate into the Cardiovascular Technology A.S. degree program.

Local Initiatives

- Polk Works Support Grant (1998) \$276,747 annually

To staff the learning assessment center at Polk Works' Winter Haven and Lakeland one-stop centers.

- PCC Collegiate Charter High School (2003)

The PCC Collegiate High School will begin operations as a charter high school in August, 2004. The estimated annual revenue for 200 students is \$1,500,000.

- A Partnership for Success (2003) \$1,322,025

An agreement with LRMC, WHH, Heart of Florida, Bartow Memorial, and LWMC to support the PCC Nursing Program.

- Cargill Foundation Grant (2003) \$100,000

A grant to support program expansion in the Corporate College. \$50,000 funded locally, \$50,000 funded at the corporate level.

- Progress Energy Foundation Grant (2003) \$50,000 annually

To provide teacher education and summer internships for non-education teachers in order to meet alternative certification.

- Verizon Foundation Grant (2003) \$20,000

Funding to enable the Small Business Consortium partners to attend Corporate College training programs.

- Florida High Tech Corridor Council (2003) \$100,000

A grant from the FHTCC to start a Wireless Systems Technology program at Polk Community College.

- Ford Motor Company Skills Enhancement Program (2004) \$47,383

A joint project with Ford and the United Auto Workers to establish and operate a training center in their Polk County facility.

- Voluntary Pre-Kindergarten –VPK (2005) \$38,000

A grant to establish PCC as the agency determining the eligibility of potential VPK providers as well as monitoring performance of established VPK providers.

- Best Employment Solutions in Training – BEST (2005) \$371,000

A partnership with Polk Works to provide a summer pre-engineering academy for high school students and to provide process control and power generation training for local employers.

EDUCATION:

1984-1986 M.S. Ed., Northern Illinois University
Adult and Continuing Education

1971-1975 A.B., Augustana College
Business Administration

CIVIC ORGANIZATIONS:

- Lakeland Chamber of Commerce – Leadership Lakeland
- Winter Haven Chamber of Commerce – Leadership Winter Haven

CURRICULUM VITAE

**Dr. John Marvin Pippert
Dean of Academic Affairs
Lakeland Campus**

Polk State College
999 Avenue H, Northeast
Winter Haven, FL 33881-4299
(863) 297-1010 x6245

262 Las Flores
Winter Haven, FL 33884
e-mail: mpippert@polk.edu
(863) 259-0064 (C)

EDUCATION

Ph.D. in Sociology, Virginia Tech, Blacksburg, Virginia, 1985.
M.S. in Sociology, Virginia Tech, Blacksburg, Virginia, 1979.
B.S. in Sociology, James Madison University, Harrisonburg, Virginia, 1977.

DISSERTATION/THESIS

Dissertation: "Return Migration: Socioeconomic Determinants for State In-migration."
Thesis: "Determinants of In-migration in Metropolitan Appalachia."

EMPLOYMENT RECORD

Dean of Academic Affairs-Lakeland, Polk State College, 2007-present
Associate Dean of Liberal Arts, Polk Community College, 2005-2007
Head, Department of Psychology & Sociology, North Georgia College & State University. 2002-2005
Acting Head, Department of Psychology & Sociology, North Georgia College & State University. 2001-2002
Professor of Sociology, North Georgia College & State University. 2003-2005.
Awarded tenure, 2003, North Georgia College & State University.
Associate Professor of Sociology, North Georgia College & State University. 1998-2003

Associate Professor of Sociology, Roanoke College. 1992-1998.
Awarded tenure, 1992, Roanoke College.
Academic-Career Coordinator, Upward Bound at Roanoke College. 1996-1997.
Chair, Sociology Department., Roanoke College, 1993-1994.
Assistant Professor of Sociology, Roanoke College, 1987-1992.
Assistant Professor of Sociology, Longwood College, 1985-1987.

HONORS AND AWARDS

Chapter Representative, AKD
Who's Who Among America's Teachers, 2002, 2003, 2004
Who's Who in America, 2002,2003, 2004
Omicron Delta Kappa
Outstanding Faculty Member of the Semester, Fall, 1999. Student Government Association, North Georgia College & State University.
Phi Kappa Phi
Who's Who in the World, 2000
Pi Gamma Mu.
Graduate Tuition Scholarship, Virginia Tech, Department of Sociology, 1982-1985
Chapter Executive Committee, Alpha Kappa Delta, Virginia Polytechnic Institute and State University, 1978-1979
Member, Alpha Kappa Delta, 1977 to present

GRANTS/FELLOWSHIPS

National Science Foundation Grant, "Sociology Computer Lab for integration of Computers into the Sociology Curriculum" with the Sociology Department, \$37,000, funded, 1995-96.
Roanoke College Curriculum Development Grant, "Department Workshop to Develop Mechanisms for Integrating Theory and Method", \$1250, funded.
Roanoke College Sabbatical, Spring 1996.
Faculty Research Committee, Summer residence funds for Student Barry Meek while working on "Infant Mortality in Virginia" project, 1990.
Matsushita Foundation for Summer Symposium sponsored by International Cluster of New Dimensions Program, \$37,083, funded for 1989 (co-authors Howard Warshawsky and Doug Spadaro).
Faculty Research Grant, Roanoke College, 1988, \$1005. Project Title: Impacts of a Changing Economy on Elderly Appalachia.
Small Project Grant Award, Virginia Polytechnic Institute and State University, 1979, \$900. Project name: The Role of Cities in Migration in the Appalachian Region. Juliette L. Redding and John Marvin Pippert.

COURSES TAUGHT

Introduction to Sociology	Population and Society
Social Problems	Environmental Sociology
Marriage and the Family	Deviance
Race and Ethnicity	Military Sociology
Social Stratification	Sociology Seminar
Social Change	Sociology Theory
Urban Sociology	Internship in Sociology
Rural Sociology	Social Gerontology

ADMINISTRATION/SERVICE

Dean of Academic Affairs, 2007-present
Multiple committee memberships (AQC, QEP, Admissions/Petitions, etc.)
Chair—search committees for variety of faculty & program directors at PSC
Associate Dean of Liberal Arts, 2005-2007
Head, Department of Psychology & Sociology, 2002-2005
Member, Admissions Committee, 2004-2005
Chair, Sociology Search Committee, 2002, 2003, 2004, 2005
Member, Business Administration Search Committee, 2002-2003
Acting Head, Department of Psychology & Sociology, 2001-2002
Member, Leadership Taskforce 2001-2005
Member, Criminal Justice Search Committee, Summer 2002
Member, NGCSU Distinguished Professor Selection Committee, 2002
Member, Graduate Council, 2001-2005
Member, Academic Activities Committee, 2001-2005
Member, Comprehensive Program Review Steering Committee, 2001-2005
Chair, Sociology Search Committee, Fall 2001
Member, University Discipline Committee, 2001-2004
Chair, Sociology Search Committee, Spring 2001
Member, Psychology Search Committee, Spring 2001
Member, Criminal Justice Search Committee, Spring 2001
Faculty Advisor, Alpha Kappa Delta, Spring 2000-2005
Corps of Cadets Academic Advising Committee, January 2000-2005

Member, Department Strategic Planning Committee, Fall 1999-2001
 Admissions Committee, 1999-2002
 Ad Hoc Core Curriculum Committee, Fall, 1999
 Member, Faculty Performance Evaluation Tool Revision Committee, 1999
 Member, Rewarding Teaching Excellence Committee, 1998-1999
 Faculty Advisor, Sociology Club, 1998-2005
 Member, Grade Appeal Committee, 1998-1999
 Member, Student Conduct Board, 1990-1998
 Faculty Advisor, 1987-2005
 Chair, Department of Sociology, Roanoke College, 1993-1994
 Dean's Council, 1993-1994
 Coordinator, Multimedia Group, Dean's Council, 1993-1994
 Faculty Mentor, 1993-1998
 FGC Representative on Bylaws Ad Hoc Committee, Summer 1993
 Faculty Grievance Committee, 1992-1996
 Faculty Advisor, CIA, 1992-1994
 Faculty Advisor, Sociology Club, 1991-1996
 Faculty Advisor, Earthbound, 1991-1995
 Minority Recruitment Advisory Committee, Admissions, 1991
 Student Conduct Board, 1990-1998
 Academic Integrity Board, 1990-1994
 Faculty Advisor, Habitat for Humanity, 1990-1995
 Curriculum Committee, 1989-1992
 Curriculum Committee Chair, 1989-91
 Faculty Affairs Committee, 1989-1991
 International Cluster Co-chair, 1989
 Self-Study Committee for Student Affairs, 1989-1990
 Director of Convocations, 1988
 Coordinator, International Cluster - 1989-90
 Curriculum Committee, Secretary - 1988

PROFESSIONAL PUBLICATIONS

- "Southern Whites/Appalachians." Encyclopedia of the Midwest, University of Indiana Press. 2003
- "Introduction to Sociology." E-core development project for the University System of Georgia. January, 2003
- "Hard Time or Idle Time: Factors Affecting Inmate Choices Between Participation in Prison Work and Education Programs." With Stuart Batchelder. The Prison Journal, 82(2) June 2002: pp. 269-280.
- "Recreation Migration." Encyclopedia of Appalachia, University of Tennessee Press 2002.
- "Out-migration." Encyclopedia of Appalachia, University of Tennessee Press 2002.
- "Retirees." Encyclopedia of Appalachia, University of Tennessee Press 2002.
- "Twentieth-Century In-migration." Encyclopedia of Appalachia, University of Tennessee Press 2002.
- "Population Data Scavenger Hunt." Proceedings of the Developing A Social Problems Learning Community Conference. Sponsored by the Georgia Sociological Association. Kennesaw State University. 2000
- "Social Justice: Opposing Viewpoints." Book review in *Teaching Sociology*, July 1994.
- Pippert, J. Marvin. 1993. "Infant Mortality." The African American Encyclopedia, New York: Marshall Cavendish Corporation.

- Michaels, James W. and J. Marvin Pippert, "Social science journal characteristics and journal citation measures," *The Social Science Journal*, November 23 (1): January 1986: pp. 33-42.
- Skipper, James K., Jr. and J. Marvin Pippert, Report to the American Podiatric Medical Association: National Survey of Podiatrists and Podiatric Practice--1984. Washington DC: American Podiatric Medical Association, 1985, 373 pages.
- Skipper, James K., Jr. and J. Marvin Pippert, "1984 National Survey of Podiatrists and Podiatric Practice: Mini Preliminary Report," June 1984. Department of Sociology. VPI & SU, Blacksburg, VA.

PROFESSIONAL PRESENTATIONS

- "Migration Patterns and Demographic Change in North Georgia, 1990-2000." With Linda August. Georgia Sociological Association Meetings, October, 2001.
- "Changing Society, Changing Corps: Social Change and Its Effects on a Small Military College." With Linda August. Georgia Sociological Association Meetings, November, 2000.
- "Remembering the Vietnam War" With Marc Gilbert and Carl Cavalli. Popular Culture Association Annual Meeting. April, 2000.
- "Population Data Scavenger Hunt." Developing a Social Problems Learning Community Workshop, Kennesaw State University, Spring, 2000.
- "Part-Timers: The Locus of Adjunct Instructors at a Small Regional University." With Linda August. Georgia Sociological Association Meetings, November, 1999.
- "Web-CT Workshop for Teaching Sociology." Organizer. Georgia Sociological Association Meetings, November, 1999.
- "Teaching Appalachia at the College Level." Facilitator. Appalachian Teachers' Network Conference, Radford, VA, September 1993.
- "Regional Demographic Trends." Session Chair. Southern Demographic Association Annual Meeting, New Orleans, LA, October 1993.
- "Teaching Demography in Small Colleges." Roundtable Discussion Leader. Southern Demographic Association Annual Meeting, New Orleans, LA, October 1993.
- "Helvetia: The Swiss of Appalachia." Session Chair. Appalachian Studies Conference, Blacksburg, VA, March 1994.
- "Teaching Demography in Small Colleges." Roundtable discussion leader. Southern Demographic Association Annual Meeting, New Orleans, LA, October 1993.
- "Teaching the Appalachian Region at the College Level. Appalachian Teachers Network Conference, Radford University, Radford, VA, September 1993.
- "Teaching the Appalachian Region in a Community Context: The Elderhostel Program." Appalachian Teachers' Network Conference, Radford University, Radford, VA, February 1993.
- "Effectiveness of a University Training Model for Teachers of Family Life Education in Virginia," with Mary Llew Roberts and Ronald Bonheur, 25th Annual Conference of The American Association of Sex Educators, Counselors and Therapists, Denver, CO, May 1993.
- "Hispanic Demography," session chair, Southern Demographic Association Annual Meeting, Charleston, SC, October 1992.
- "Teaching about Rural Minorities in a Liberal Arts Environment," presented at Rural Sociological Society, August 8-11, 1990, Norfolk, VA.
- "Teaching Rural Sociology in a Liberal Arts Environment," presented at Rural Sociological Society, August 8-11, 1990, Norfolk, VA.
- "Making History: Reshaping the Image of the Miner," presented at Popular Culture Association, March 7-10, 1990, Toronto, Canada (co-author John Selby).

- "Minority Status, Socioeconomic Disadvantage, Education and You." Presentation, July 8, 1989, Upward Bound.
- "Farm Crisis and Saving the Family Farm." Presentation, August 9, 1989, Senior Adult Ministry, College Lutheran Church.
- "Population Growth and Economic Decline." Presentation, March 23, 1989, Elderscholars.
- "Population Growth and Economic Decline: Part II." Presentation, October 5, 1989, Elderscholars.
- "World Hunger and Poverty." Discussion leader/ co-instructor, Fall 1989, Contemporary Challenges class.
- "Determinants of In-migration in Metropolitan Appalachia," Mid-South Sociological Association Meetings, November 1979.
- "A Continuation of Hillery's Violence Hypothesis: The Interjection of Cohesion and Alienation as Intervening Variables," Regional Meeting of Alpha Kappa Delta, Richmond, February 1979.

OTHER PROFESSIONAL LEADERSHIP

- NSF Chautauqua Short Course: "Marine Biology/Geology of the Florida Keys." Long Key, FL. April 4-6, 2003.
- "E-core development workshop." Macon State University. August 2, 2002.
- "Conflict Management Training Workshop." Lake Lanier Islands. July 10-14, 2002.
- "NSF Chautauqua Short Course: "The Korean and Vietnam Wars." Philadelphia, PA. June 6-8, 2002.
- "E-core development workshop." University of Georgia. May 23-24, 2002.
- "Teaching and Learning with Advanced Technologies Conference." University of Georgia. April 1-2, 2002.
- "Academic Administrators Workshop." University of Georgia. February 25-26, 2002.
- "Needs Assessment and Storyboarding for Online Instruction." Georgia State University. January 16, 2002.
- "Merlot Workshop." University of Georgia. January 10, 2002.
- Worked on e-Core team to create online Introduction to Sociology course. 2002.
- House Bill 605 Elementary Taskforce Member. Lumpkin County.
- NSF Chautauqua Short Course: "Force and Diplomacy: When Should American Military Intervention be Applied," May 11-13, 2000.
- NSF Chautauqua Short Course: "The 2000 Census: A Resource for Undergraduate Teaching and Research," March 17-19, 1999

Consultancies:

Fannin County, Early Childhood Initiative, Appalachian Regional Commission, 2000
Yankolovich, Clancy, Schulman, New York, 1991
Bonheur and Associates, 1991
Lavitch and Associates, Atlanta, 1991
Lewis Gale Hospital, 1990-91
Poverty in Appalachia program, 1990
Free Clinic of Roanoke Valley, 1990
Roanoke Times & World News, 1990
League of Older Americans, 1990
RAM House, 1989
WROV Radio, 1989

Other items:

"Dynamics of Population Increase." Guest lecture, International Relations Seminar, October 4, 1993.
"Dead Rock Stars." Interview on KDKA Radio, Pittsburgh, PA, January 10, 1994.
WVTF Radio, "First Tuesday," *Affirmative Action*, Fall 1991.
Acting Assistant Coach, Lacrosse Team, 1991
With Eberle Smith, developed "Images of Women in Advertising" slide presentation for use in SOCI 101 and SOCI 236 classes
Featured in Roanoke Times & World News article "A Health Update" on bacterial meningitis, October 1990.
Supervised student internships, student research and student independent studies, 1989-2005
Organizer for Japan Symposium, May 15-19, 1989, Roanoke College
Organizer for World Hunger Conference, September 30, 1989, Roanoke College
Section Captain, Roanoke River Clean-up, 1989
Member, Drug and Alcohol Task Force, 1986
Sponsor, Alpha Kappa Delta
Reviewer, Sociology Inquiry
Editorial Assistant, Sociology Inquiry
President, Board of Directors, Domestic Assistance For You, Inc.
Sponsor, Sociology and Anthropology Club, 1985-87

PROFESSIONAL MEMBERSHIPS:

Georgia Sociological Association—not current
Chair: Teaching Sociology Committee, 2000-2002
Rural Sociological Society
Population Reference Bureau
Southern Sociological Society
Alpha Kappa Delta

REFERENCES UPON REQUEST

Reginal T. Webb
1217 Lake Deeson Woods Lane
Lakeland, FL 33805
(863) 669-2813 (work)
(863) 698-4759 (cell)

CAREER PROFILE

Dynamic, vision driven, professional offering a proven record of excellent leadership and organizational achievements. Well organized, take-charge individual with exceptional management, team building and interpersonal skills. Capable of ascertaining organizational objectives with the talent to streamline existing operations, envision new ideas and concepts, and follow through with direction, development and accomplishment. Excels in a fast-paced environment where flexibility and adaptability are a must. Have the ability to develop solid relationships with students, staff, faculty, and administration. Team-oriented leader who fosters motivational and mentoring relationships. Demonstrated excellence in a variety of areas:

- Recruitment and Retention
- Advising and Counseling
- Test Evaluation
- Admissions
- Registration
- Records
- Career Planning
- Minority Students
- Early Admission
- Dual Enrollment
- Residency
- International Students
- Special Needs Students
- Student Conduct and Discipline
- New Student Orientation
- Academic Instruction
- Non-Tradition Students
- Financial Aid

SPECIAL ASSIGNMENTS

- Serve as the Home Team leader for Student Services on SISCOM.
- Serve as lead in Student Services implementation of new GENESIS Computer System.
- Supervise PSC new “One Stop Concept” delivery of services on the Lakeland Campus.
- Handle student complaints in conjunction with the Vice President of Academic and Student Services.
- Oversee all student parking ticket violations.
- Serve as a chair person on the Admissions/Petitions, Substitution/Waiver, and Discipline Committees.

EXPERIENCE

- Maintains Regular Attendance.
- Hire, train, evaluate, reward and encourage, as well as discipline assigned employees.
- Develop and administer appropriate staff development activities.
- Develop and maintain staff mentoring program.
- Know and enforce PSC Policies and Procedures.
- Ensure compliance with State and Federal Statutes (i.e. FERPA, ADA, etc).
- Support faculty and staff initiatives that promote innovation and enhanced learning.
- Supervise the discipline and grievance processes for students.
- Supervise the ombudsman services for students.
- Develop, implement and evaluate programs and services for students with disabilities.
- In collaboration with the TLCC, develop, implement and evaluate student support, leadership development, and mentoring programs for students.
- Serve as college articulation officer at local and state levels.
- Oversee the management, security and retention of all appropriate student records.
- Oversee the coordination of student recruitment, course registration activities, graduation and related activities. Provide for coordination of these activities with other organizational units.
- Oversee the certification of student enrollments and student completions and graduations.
- Oversee and provide for coordination with other academic units in the development and implementation of admission requirements and of the credit course schedule.
- Participate in resource development.
- Oversee the budget and resource allocation of all areas assigned.
- Assist the District Vice President for Academic and Student Services with the development of the academic calendar.
- Assist with the review and revision of college policies and procedures.
- Work collaborative with academic deans, provost and district staff to analyze data that affects course offerings to enhance campus and college wide enrollment.
- Maintain, organize, evaluate, and manage outcomes assessment for student services functions.
- Establish Continuous Process Improvement.
- Lead student services segment of SACS accreditation for Campus and College.
- Provide avenues of communication among Campus members and the District.
- Participate in strategic planning initiatives.
- Promote a shared decision making and governance process.
- Demonstrate active involvement in the community (internal and external).
- Create and sustain partnerships with local elementary, middle and high schools and home school organizations to ensure widespread outreach of PSC programs and services.
- Create and sustain partnerships with area Adult Education Centers.
- Assist other administrative staff on institutional projects that have impact on the Campus and District.
- Serve on and chair (as needed) campus and college committees.

Polk State College, Winter Haven, FL

November 2000-December 2005

Director of Enrollment Management

- Supervise the day to day operation of Student Services on the Lakeland Campus.
- Supervise Academic Advising, Institutional Testing and Enrollment Management Departments.
- Coordinate registration in conjunction with the Registrar's Office.
- Coordinate graduation in conjunction with the Registrar's Office.
- Manage the Public Service Scholarship in conjunction with the Financial Aid office.
- Budget heard for advising, institutional testing and enrollment management.
- Screen, interview, and recommend the hiring of employees in assigned areas.
- Train and evaluate assigned employees.
- Develop and administer appropriate staff development activities.
- Develop staffing plans and schedules, and delegating work assignments.
- Review, and approve leave requests, overtime and travel requests.
- Review, approve and/or recommend personnel actions and their associated documentation.
- Determine resource needs and make recommendations in regard to them.
- Maintain an effective organization structure, and make recommendations for revisions as identified, as needed an appropriate.
- Provide leadership that exemplifies the service element of student services.
- Integrate the goals and objective of enrollment management services with those of the Division of Student Services and the institution.
- Develop and/or recommend methods of implementing and then implementing programs, services or procedures mandated by law, rule and directive.
- Plan and implement a program to recruit students from all segments to be enrolled at Polk State College; develop an annual recruitment plan.
- Coordinate with limited enrollment or other targeted programs recruitment and admission efforts, policies and procedures; conduct a program of events to support these efforts, including open house, information evenings, and public appearances.
- Serve as the college's representative for special population students. Supervise services to WIA Vocational Rehabilitation, and other identified student population such as International students and minorities.
- Serve as the college's contact for Tech Prep; assume that appropriate credit or other consideration is awarded for Tech Prep work, Develop and lead program/services for high school students.
- Facilitate the admission of students participating as Dual Enrollment students.
- Manage the College Board tutoring partnership grant program.

Polk State College, Winter Haven, FL

December 1992-November 2000

Admissions Specialist

- Oversee all recruitment activities for college.
- Develop and implement recruitment plan.
- Supervise 23 Public Service Scholars in recruitment efforts in area high schools and community.
- Coordinate all recruitment activities in the local public-private high schools.
- Coordinate all recruitment activities at the adult schools.
- Coordinate all recruitment activities at the technical centers.
- Represent Polk State College for various recruitment activities in the community.
- Ensure that all prospective students understand admissions requirements.
- Coordinate Open House/Senior Day in conjunction with the Student Activity Board.
- Coordinate all campus tours.
- Assist in new student orientation.
- Assist in advising students.

- Assist with graduates' checkout.
- Provide services necessary to accommodate international students (Lakeland Campus).
- Provide services necessary to accommodate early admissions/dual enrollment (Lakeland Campus).
- Coordinate the distribution of college materials (catalogs, schedule books, brochures, etc.).
- Coordinate the training of scholarship recipients.
- Coordinate high school counselors' breakfast.
- Disseminate information on financial aid and scholarships.
- Review student transcripts for admission.

Polk State College, Winter Haven, FL

May 2000-Present

Adjunct Business Instructor

- Principles of Banking.
- Commercial Lending.
- Consumer Lending.

Polk State College, Winter Haven, FL

September 1990-November 1992

Academic Advisor

- Provide students with planned program to meet academic goals.
- Advise students concerning the choice of academic courses to meet their goals.
- Interpret placement test scores and provide results.
- Assist students in registration process.
- Provide information relative to the college academic standards of progress policy.
- Assist in athletic registration.
- Explain transfer requirements for upper-division institutions.
- Counsel students on walk-in basis.
- Represent the college at student recruitment events.

Peoples Bank of Lakeland, Lakeland, FL

May 1989-August 1990

Supervisor of Tellers/New Account Representative

- Supervise and train new tellers.
- Debit and credit customers' accounts.
- Balance customers' accounts.
- Open and close customers' accounts.
- Approve large deposits over \$500,000.00.
- Assist with the auditing of tellers.

EDUCATION

- Master of Business Administration, NOVA Southeastern University July 1993
- Bachelor of Science Degree in Accounting, Bethune Cookman College April 1989

PROFESSIONAL ORGANIZATIONS

- Florida Association of Collegiate Registrars and Admissions Officers (FACRAO)
- Florida Association of Community Colleges (FACC)
- Council of Student Affairs

PROFESSIONAL DEVELOPMENT

- American Management Association: Leadership Effectiveness Seminar
- American Management Association: Supervisor Effectives Seminar
- Polk State College: Facilitator, Strategic Planning
- Polk State College: Leadership, Education Grant Program

CONFERENCES/WORKSHOPS

- FCCSC Student Group Meeting (August 2005)
- SACS-COC Annual Meeting (December 2004)
- League for Innovation (November 2004)
- National Conference on Student Retention (November 2004)
- FACC for the Council of Student Affairs (October 2003)
- NAFSA Region VII Conference (September 2003)
- 28th Annual College Board Summer Institute (July 2002)
- Florida Center for Advising and Academic Support (October 2001)

COMMUNITY INVOLVEMENT

- NAACP Lakeland branch (present)
- President Lakeland Lumberjack Youth Football (Present)
- Graduate of Leadership Lakeland, Class XVII (May 2000)
- Troop Leader of Boys Scouts of America (1996)
- Board of Director, Boys and Girls Campfire (1994)

REFERENCES

References available upon request.

William C. Foege Jr.
1474 Longoak Drive South
Lakeland, Florida 33811
wfoege@tampabay.rr.com
(863) 797-6722

PROFESSIONAL GOALS

I am seeking a position as Director of an academic or public library. I have been a professional librarian and information specialist for over 25 years with more than 17 years of departmental and divisional management and leadership experience in special and academic libraries. I have a second subject masters degree, as well as eighteen graduate hours in Public Administration.

SUMMARY OF PROFESSIONAL EXPERIENCE

- Academic, public, and special libraries
- Library management of reference, instruction, and access services
- Budgeting and fiscal control
- Supervision and evaluation of professional and paraprofessional staff
- Staff development and training
- Assessment and development of services and collections
- Strategic planning
- Reference
- Information literacy instruction
- Library Web site design and maintenance
- Administration of automated circulation, reserve, and interlibrary loan systems
- OCLC and other interlibrary loan
- Subject specialties in law, public administration, environmental and energy policy studies, social sciences, and business
- Reading knowledge of Spanish

CHRONOLOGY OF PROFESSIONAL EMPLOYMENT

Director of Learning Resources, Polk State College, Lakeland, Florida, 2001 – present.

Director, Information Technology Public Services, Polk Community College, Winter Haven, Florida, 1997 – 2001.

Learning Resources Faculty - Head of Access Services, Polk Community College, 1991 - 1997

Head, Circulation/Reserve Department, University of South Florida, Tampa, Florida, 1987 - 1990

Reference Librarian, Tampa-Hillsborough County Public Library, Tampa, 1986 - 1987

Information Specialist, Environmental Evaluation Group, Santa Fe, New Mexico, 1985 - 1986

Consultant, New Mexico Health and Environment Department, Santa Fe, New Mexico, 1985 -1986

Library Director, New Mexico Department of Corrections, Santa Fe, New Mexico, 1983 - 1985

Information Specialist, Western New York Council on Occupational Safety and Health, Buffalo, New York, 1981 - 1983

EDUCATION

- **Graduate Certificate in Public Management**, University of South Florida, 1992
- **Master of Science in Social Science**, Environmental and Energy Policy Studies, State University of New York at Buffalo, 1983
- **Master of Library Science**, State University of New York at Buffalo, 1980
- **Bachelor of Arts**, Sociology, State University of New York at Buffalo, 1977
- **Associate of Arts in Liberal Arts**, Nassau Community College, 1975

Barbara A. Koontz, M.A.,R.T.(R)(M)(ARRT)

1426 Foggy Ridge Parkway
Lutz, Florida 33549
813-948-2721

Curriculum Vitae

Education

- 1969-1972 St. Petersburg Junior College, PO Box 13489, St. Petersburg, Florida, 33733. Earned an Associates of Arts degree.
- 1974-1976 Morton F. Plant Hospital School of Radiologic Technology, Morton F. Plant Hospital, Clearwater, Florida. Earned a diploma upon completion enabling me to sit for the American Registry of Radiologic Technologists examination.
- 1976-1979 University of South Florida, Tampa, Florida. Earned a Bachelor of Arts degree in Adult Education, specifically Industrial/Technical Education through the College of Education.
- 1985-1989 University of South Florida, Tampa, Florida. Earned a Master of Arts degree in Guidance and Counseling through the College of Education.
- 1995 Received credentialing in Mammography upon successfully passing the American Registry of Radiologic Technologists examination for advanced Mammography.,

Experience

- 1976 Staff radiographer at New Port Richey Community Hospital, New Port Richey, Florida.
- 1977-1979 Staff radiographer at Centro Espanol Memorial Hospital, Tampa, Florida.
- 1979-1981 Staff radiographer at St. Joseph's Hospital, Tampa, Florida.
- 1980-1981 Hillsborough Community College, Tampa, Florida. Adjunct Clinical Instructor. Responsible for supervision of students at the clinical sites.

- 1981-1996 St. Petersburg Junior College, St. Petersburg, Florida. Instructor in the Radiography Program. Responsible for didactic and clinical education in a program that has had up to 55 new students in the freshman class and as many as 12 primary clinical affiliate sites. Experience in teaching all courses related to radiography field offered in this program.
- 1985-1993 Staff radiographer for RADS temporary assignment services, based in Clearwater, Florida. Periodically worked for service to maintain clinical skills.
- 1997-Present Polk State College, Winter Haven, Florida. Radiography Program Director. Responsible for the administration and didactic education of a program with an internal capacity limit of 40 students. Responsibilities also include supervision of Clinical Coordinator, Clinical Instructors and adjunct faculty.

Professional Engagements

- 1981-Present Active member of West Coast Educators Council in Radiography Education.
- 1981-Present Active committee member for the Annual Student/Educator Conference held for students and educators in Radiography.
- 1986 Presenter at the Florida Society of Radiologic Technologist Annual Meeting.
- 1987 Co-presenter at Annual Student/Educator Conference in Tampa, Florida.
- 1988 Presenter at Florida Society of Radiologic Technologist Annual Meeting.
- 1986-1991 Presenter at Florida Chiropractic Associations Annual Meetings held three times a year throughout the state of Florida.
- 1995-1996 Annual program speaker for Indiana State Chiropractic Assistants, Indianapolis, Indiana.
- 1997 Speaker at Heart of Florida Society of Radiography Professionals meeting.
- 1999-Present Chairman of student program and Student Bee at the West Coast Educators Council Annual Student/Educator Meeting in Orlando, Florida.
- 2004-Present Site Visitor for Joint Review Committee on Education in Radiologic Technology.

Professional Organizations

American Registry of Radiologic Technologists

Radiology #125939

Mammography #125939

State of Florida Department of Health, Bureau of Radiation Control, Radiologic Technology Program #4456

Professional Honors

- 1999 Selected for inclusion in the sixth edition of "Who's Who Among America's Teachers, 2000".
- 2000 Selected as a "Teaching Chair Recipient" Endowed Chair Award from Polk Community College.

ROBERT KEVIN FERRIER

264 Santa Rosa Drive
Winter Haven, FL 33884
(863)-608-0142

EMPLOYMENT

Polk State College Lakeland, FL

March 2007 – Present Program Director Cardiovascular Technology

- ◇ Develop curriculum including academic and clinical policies and procedures
- ◇ Teach courses in the didactic and clinical setting
- ◇ Prepare and administer program budgets and grants
- ◇ Hire, evaluate, and supervise faculty and staff
- ◇ Advertise, market, and recruit students for program
- ◇ Maintain, organize, and evaluate program outcome and assessment plans

Heart of Florida Hospital

Davenport, FL

January 02- Present

Cardiac Catheterization Lab

- ◇ Precept newly hired technologists and those directly from college
- ◇ Perform scrub duties during diagnostic and interventional cardiac and peripheral procedures including PTCA, stenting, thrombectomy, atherectomy, IVUS procedures, and pacemaker and AICD implantations
- ◇ Responsible for obtaining hemostasis through the deployment of vascular closure devices (AngioSeal, Perclose, & VasoSeal) and manual compression
- ◇ Responsible for ordering and maintaining par levels for supplies needed for all diagnostic and interventional procedures

Lakeland Regional Medical Center

Lakeland, FL

February 00- January 02

Special Procedures Vascular Lab

- ◇ Precept newly hired technologists directly out of school
- ◇ Perform duties in the scrub role during various special procedures including stent grafting, carotid stenting, Possis, and Angioplasties
- ◇ Provide hemodynamic monitoring and circulating duties
- ◇ Responsible for ordering supplies vital for specific interventional procedures

Johns Hopkins Hospital

Baltimore, MD

October 98- February 00

Cardio-Vascular Cath Lab

CARDIOLOGY & RADIOLOGY:

- ◇ Assist Cardiologists/Fellows with right and left heart procedures as well as emergent interventional cardiac cath
- ◇ Member of post procedural sheath pull team

- ✧ Responsible for panning injections and providing input on catheters and wires used for interventional procedures
- ✧ Responsible for setting up and maintaining equipment for interventions including PTCA, Rotablation, Laser, IVUS, Angio Jet, IABP, and Cardiac Flow-mapping, and heart biopsies
- ✧ Assist Radiologists/Fellows with special procedures
- ✧ Responsible for panning injections and providing input during selective arteriography, TIPS, Sclerotherapy, Chemo Embolizations, and Biliary and Nephrostomy tubes

Forsyth Memorial Hospital

May 96 - October 98

Winston-Salem, NC

Special Procedures Department

- ✧ Perform duties in scrub role, circulation role, and hemodynamic monitoring during diagnostic and interventional special procedures
- ✧ Responsible for ordering supplies vital to special procedures
- ✧ Team member in diagnostic radiology, emergency room, and operating room in Level II Trauma Center

Winter Haven Hospital

October 94- March 96

Winter Haven, FL

Staff Radiological Technologist

- ✧ Team member in diagnostic radiology providing patient services in fluoroscopy, special procedures, myelography, IVP's, and portable radiography

EDUCATION

Forsyth Technical Community College

Specialty Diploma in Cardiovascular/Vascular Intervention

High Honors July 98

Polk Community College

Associate in Science, Radiological Technology

Academic Honors December 94

CERTIFICATIONS

Basic Life Support
Advanced Cardiac Life Support

ARRT # 285942:
RT(R)(CV) - Registered Technologist, Radiography, Cardiovascular Intervention

State of Florida # 40479:
General Radiographer

STRENGTHS

Motivated, Reliable, and Compassionate

Mary E. Lockett

92 Lake Daisy Blvd, Winter haven, FL 33884

863-207-4738

bbluckett@aol.com

OBJECTIVE:

- To effectively utilize my education and skills for the purpose of meeting or exceeding the requirements of this position.
- To continue the pursuit of education and training for both personal and professional performance improvement.

PROFILE:

- Professional Radiologic Technologist with twenty five years experience
- Seven years Clinical Instructor experience
- Seven years Clinical Coordinator experience
- Three years Program Director experience

EDUCATION:

- 2010 University of South Florida
4202 Fowler Avenue
Tampa, FL 33620 Master of Arts
Career and Technical Education
August, 2010
- 2008 University of South Florida
4202 Fowler Avenue
Tampa, FL 33620 Bachelor Science, Applied Science
Business Concentration
- 1985 Polk Community College
999 Avenue H, NE
Winter Haven, FL 33881 Associates of Science Degree
Radiologic Technology
- 1983 Bartow High School
1279 South Broadway Ave.
Bartow, FL 33830 High School Diploma

EMPLOYMENT:

- 2000 – Present Polk State College
999 Avenue H, NE
Winter Haven, FL 33881 2000-2007 Clinical Coordinator,
Radiography Program
2007-present Program Director,
Sonography Program
- 1985-2000 Winter Haven Hospital
200 Avenue F, NE
Winter Haven, FL 33881 1985-1993 Staff Technologist
1993-2000 Clinical Instructor

LICENSES:

- 1986 – Present A.R.R.T. Registered Radiologic Technologist
- 1986 – Present Florida HRS License Radiologic Technologist

ORGANIZATIONS:

- 1999 – Present West Coast Educators Society Student-Educator Conference,
Committee Member

RECOGNITIONS:

- 2000 Heart FL Society, Radiologic Technology Polk County Technologist of the Year

REFERENCES:

- Available upon request

ROBERT E. CLANCEY
401 Osprey Landing Way
Lakeland Florida 33813
863-899-3406

rclancey@polk.edu

PROFILE

Proven corporate executive who has successfully transferred his talents to the academic world. Dedicated to Workforce Education, Polk Community College and the community. Demonstrated ability to create successful programs with sustainable economic impact. Exceptional oral, written, communication and motivational skills. Comprehensive marketing and promotions experience utilizing state-of-the-art technology and print medium. Extensive knowledge in developing and managing budgets.

Academic Teaching and Experience

Polk State College

Director Corporate College
October 2003 to Present

Responsible for budgeting, marketing and operations of this \$1.6 million department. The Corporate Colleges functions as the outreach arm of the college, working with private industry and non profit organizations to enhance the standard of living in the community.

The Corporate College is comprised of seven main programs. Direct reports include coordinators in the areas of, Safety, Supply Chain Management, Advanced Manufacturing, Curriculum Development and Research, IT, Insurance and Real Estate License program, Professional Development and Child Care including, Pre VK certification. Developed and Deliver, through the Corporate College, Professional Development to all employees of the college.

A successful marketing campaign including web based and print medium are generated from this office, utilizing the latest technology to generate sales, create marketing campaigns, tracking and community outreach efforts. Secured over \$2,000,000 in grant funding from Federal and State agencies to offset the training costs of companies in Polk County; with over 10,000 participants completing our programs.

Work directly with all Economic Development organization within the County and Serve as head facilitator of the Polk Community College Marketing Committee and am a member of Presidents Staff.

Bellevue Community College

Executive Director, Institute for Business and Professional Training

October 2001- December 2003

Responsible for development of curriculum, marketing, and sales of training programs to the Seattle area business community. Utilized internationally recognized instructional resources, paper- and web-based assessment tools, plus distance education methodology. Responsible for liaising with non-profit organizations, local municipalities, and economic development committees to help create jobs and awareness of resources and educational opportunities in the community. Supervised Small Business Development Council (extension of the SBA), which counsels and offers technical assistance to entrepreneurs and small businesses. At the end of 2002, was asked to direct all marketing activities for BCC Continuing Education, consisting of four major publications and a complete and interactive web site. The program includes 30+ IT certifications, Health Care, Project Management, HR and Personnel Development programs generating over \$8.4 million per year.

City University and Bellevue Community College

Instructor

January 2002 – 2006

Instructor, City University Seattle, teaching Marketing and Management courses to undergraduate and graduate MBA students in the School of Business and Management. Served as a member of the planning committee for the School of Business, the governing body directing curriculum development and overall administration. Instructor in the MBA program University of Beijing for 2 years. Instructor at Bellevue Community College. Classes taught included General Business, Marketing, Advertising

The Learning Studio, Inc

President

July 1996 to March 2001

Established from concept this proprietary school dedicated to the personal development of adult learners. Expanded and managed the growth of company owned facilities from one to five in the New Jersey/Pennsylvania market. Responsible for administration, including human resources (full-time staff of 23), registration, retention and creation of database system that enrolled over 40,000 students per year. Established and monitored all budgets and directed all marketing and advertising. Directed creation of a robust, content-rich website, which expanded business through e-commerce and distance learning. Managed two major fundraising campaigns resulting in a total contribution of \$4.5 million.

Corporate and Business Experience

Benetton SportSystem Active NA

President and CEO

1991-1996

Challenged to plan and implement a strategy for four leading global brands suffering losses and losing market share. Established a global business group and an integrated marketing initiative to serve the individual Benetton brands, including Prince (tennis), Nordica (ski), and Rollerblade. Resulted in reaching profitability with over \$40 million gross sales. Achieved improved profitability from distribution and operations while directing all budgeting, expenditures, and multiple facility management. Responsible for creating all marketing, advertising and public relations efforts in the US while participating in developing the global marketing strategy that resulted in \$800 M sales worldwide for the group. Committed to the personal and professional development of 150 field representatives, 45 operation personnel, and 4 division heads.

Ellesse, Division of Reebok

Executive Vice President of Apparel

1989-1991

Contracted to improve both profit margins and brand presence resulting from years of neglect of upscale ski/tennis/golf/sport shoe brand. Achieved immediate results by revamping sourcing structure, team building, and implementing a strategic plan with long- and short-term goals. Generated sales increase of 31% in 1989, while posting the first profitable year in the company's seven year history. Hired and trained new sales force and launched a targeted marketing campaign. Through personal contact with industry leaders, achieved 130% of 1990 goals. Reorganized sourcing and design, establishing the brand as an industry leader.

Fred Perry Sportswear, Division of Figgie International

President

1985-1989

Hired to turn around this international brand and bring it back to profitability and market dominance. First year results improved gross sales by over \$4 million. Implemented a strategic integrated marketing and communication plan that produced sales increases of approximately 25% with a 12% net return. Responsible for all financial and budgeting decisions, hiring and training of a professional sales force, as well as creation and operations of a highly regarded customer service department. Redesigned and secured cost-effective sourcing for a product range suitable for the US market.

Le Coq Sportif, Division of Adidas Worldwide

*Vice President of Sales and Marketing
1982-1985*

Hired as a consultant to establish a product line for the US market. In 1984,

Invited to head sales and marketing effort in the US, resulting in a 300% increase in gross sales. Hired, trained, and directed a top sales force which established the brand in the #1 position in specialty stores and in a prominent position in better department stores. Directed all marketing and merchandising efforts while lowering production cost by as much 50% across product lines.

EDUCATION

Masters Ed, Springfield College, Springfield, MA

]Executive MBA Program, American Management Association

B.A., New Mexico State University, NM

PROFESSIONAL ASSOCIATIONS & TEACHING EXPERIENCE

Past Vice President, Board of Directors, Bellevue Entrepreneur Center

Worked with staff and instructors from the University of Washington and Bellevue Community College to serve minority and underserved owned business.

Board of Directors, Learnpoints .com

Past Member, Planning Committee, School of Business and Management, City University, Seattle WA

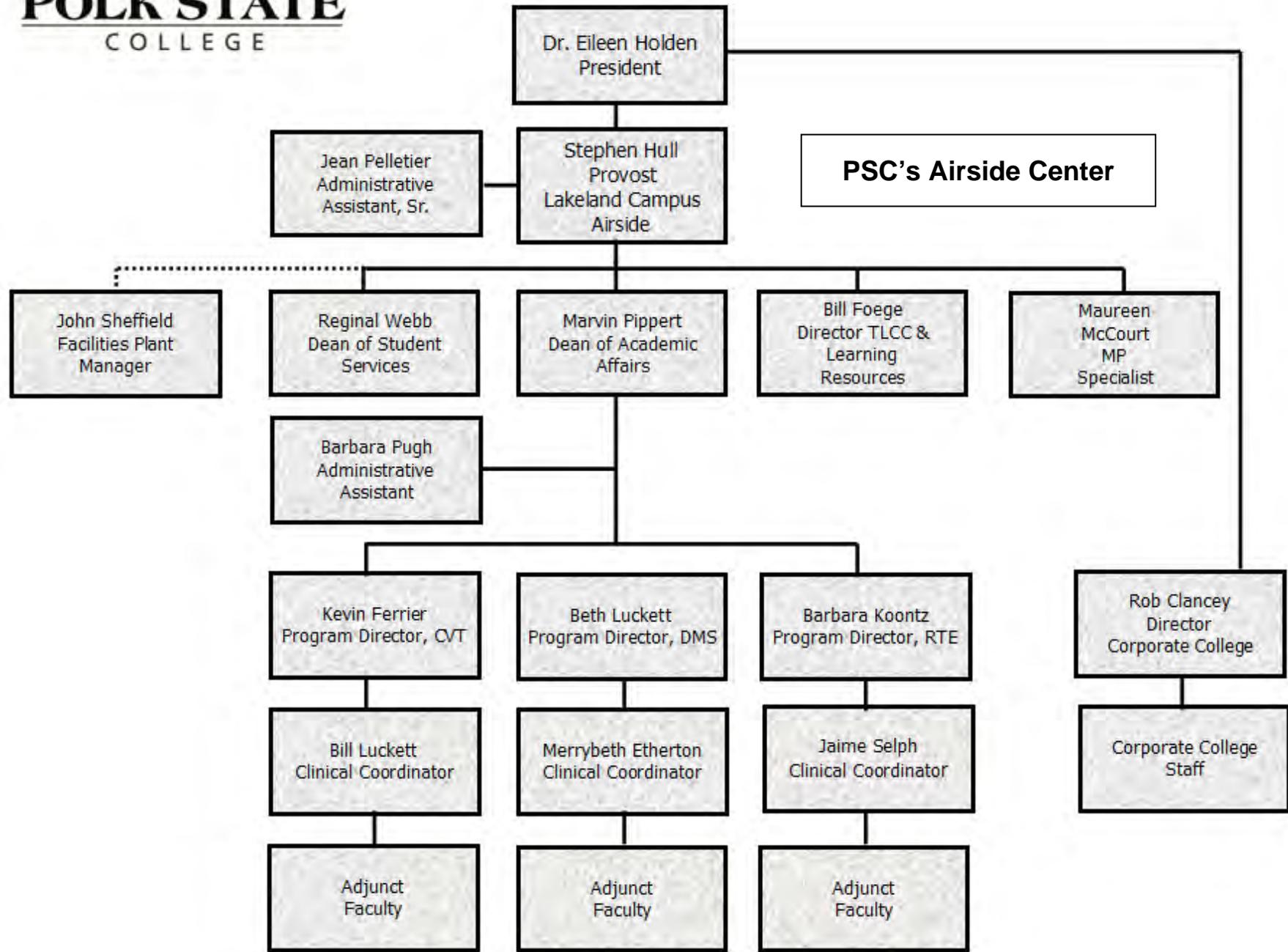
Past Member, Bellevue Chamber of Commerce Diversity Committee

2007- Leadership Lakeland

2006-7 - Polk Vision Economic Development Steering Committee

VOLUNTEER: Take Stock in Children program at Lakeland HS working with two very unique individuals for approximately 4 hours per month.

Appendix D: Organizational Chart for Airside Center



Appendix E: Assessment Plans

Diagnostic Medical Sonography Program

Program Assessment Plan

The Diagnostic Medical Sonography Program is a new medical imaging program at PCC. As part of the process of self study and initial program accreditation, the following assessment plan will be utilized to help establish a rigorous and broad based self-evaluation and program assessment. This assessment plan presents program goals, intended outcomes, measurement tools, and timeframes for each goal. Actual Outcomes and resultant action plan will be updated after graduation of first class.

Goal #1: The program will prepare student sonographers to successfully complete the ARDMS examination.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Graduates will pass ARDMS examination on their first attempt.	ARDMS examination summary report	Annually	Program Director	December 2009 graduates have taken the SPI (physics) portion of the ARDMS exam.	Continue to monitor as students begin to take ARDMS specialty exams.
2. Graduate scores on ARDMS examination will reflect national averages.	ARDMS examination summary report	Annually	Program Director	No scores received yet.	TBD
3. Graduate scores on ARDMS examination will reflect state averages.	ARDMS examination summary report	Annually	Program Director	No scores received yet.	TBD

Goal #2: The program will prepare students for immediate employment in diagnostic sonography by providing opportunities to master competencies in technical skills, patient care practices, critical thinking situations, problem-solving skills, and effective communication.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. The majority of each entering class will ultimately graduate from program.	Class rosters for SON1000 and SON2122C	Annually in December	Program Director	13 students began program January 2008. 12 students graduated December 2009.	Continue to monitor.
2. Students will graduate with clinical competence.	Clinical competency evaluation forms.	Annually in December	Program Director Clinical Coordinator	Students completed all clinical competency requirements for graduation.	Continue to monitor.
3. Students will demonstrate critical thinking, problem solving, and communication skills.	Clinical competency form, lab simulations, classroom demonstrations.	During and at end of each term.	Clinical Coordinator	All students of 2009 class marked at satisfactory level or higher on competency forms and evaluations.	Continue to monitor.
4. Graduates indicate they were adequately prepared to perform as entry level sonographers.	Graduate surveys	Six months post graduation.	Program Director	Graduate surveys sent out July 2009.	Monitor first surveys to determine action plan.

Goal #3: Program will encourage student sonographers to attend and/or participate in professional society functions and continual educational experiences.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Students will demonstrate professional development and growth.	Attendance at state or national sonography conference	Evaluated August each year.	Program Director	50% of 2009 class attended review seminar/ conference before graduation.	Continue to emphasize importance of attending seminar/conference. Have new students join SDMS.
2. Graduates will demonstrate desire to continue education by gaining additional certification in other sonography concentrations or pursuing a higher academic degree.	Graduate survey	Six months post graduation	Program Director	Awaiting return of graduate surveys.	Continue to emphasize importance of gaining additional certifications/degrees.

Goal #4: Program will encourage student sonographers to maintain high professional ethics and practices as they serve the needs of the community as sonographers.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Graduates will indicate they practice within the legal and ethical framework of the profession.	Graduate survey	Six months post graduation.	Program Director	Awaiting return of surveys from 2009 class.	TBD
2. Employers will indicate satisfaction of graduates' professional ethics and practices.	Employer survey	Six months post graduation.	Program Director	Awaiting return of surveys from employers.	TBD

Cardiovascular Technology Program

Program Assessment Plan

Goal 1: Cardiovascular Technology Program will prepare students to successfully complete the Cardiovascular Credentialing International (CCI) examination.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. In a cohort, 60% of graduates will pass the CCI exam on their first attempt.	CCI Exam Summary Report	Annually	Program Director	<p>2009: -5/8 passed exam on first attempt -1/8 passed exam on second attempt -1/8 have not made second attempt on exam to date -1/8 have not attempted exam</p> <p>2010: -5/9 passed exam on first attempt -4/9 have not attempted exam (3 scheduled to take exam in second week September and 1 scheduled to take exam in October)</p>	<p>2009: Outcome met. Continue to monitor the two students who have not taken the exam.</p> <p>2010: data collection ongoing.</p>
2. Graduates' scores on the CCI exam will reflect the national average score.	CCI Exam Summary Report	Annually	Program Director	<p>2009: Summary Reports not issued to program by CCI. Problem addressed with CCI and exam summary reports will be issued for class of 2010.</p> <p>2010: data collection ongoing.</p>	<p>2009: Summary Reports not issued to program by CCI. Problem addressed with CCI and exam summary reports will be issued for class of 2010.</p> <p>2010: data collection ongoing.</p>

Goal 2: Program will prepare students for immediate employment with minimal additional training in Interventional Cardiac Catheterization Labs.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. In a cohort, 100% of students will graduate from the program with a "C" or better in all required program courses.	Genesis and Passport Reports	August	Program Director	2009: 8/8 completed curriculum courses with a "C" or better 2010: 9/9 completed curriculum courses with a "C" or better	2009: Outcome met. 2010: Outcome met.
2. Students will graduate with clinical competence.	Clinical Competency Evaluation Forms	August	Program Director and Clinical Coordinator	2009: 8/8 students completed required competencies for program completion 2010: 9/9 students completed required competencies for program completion	2009: Outcome met. 2010: Outcome met.
3. Students will demonstrate cognitive (knowledge), psychomotor (skills), and affective (behavior) abilities in this field.	Clinical Competency Evaluation Forms	August	Program Director and Clinical Coordinator	2009: 8/8 students completed required competencies for program completion 2010: 9/9 students completed required competencies for program completion	2009: Outcome met. 2010: Outcome met
	Clinical Hands-on Evaluation Forms	Every term with clinical practicum's	Program Director and Clinical Coordinator	2009: Utilization of this evaluation tool began with the spring term 2010 as delineated per program accreditation resource assessment matrix 2010: 9/9 students successfully completed clinical hands-on evaluation	2009: Utilization of this evaluation tool began with the spring term 2010 as delineated per program accreditation resource assessment matrix 2010: Outcome met.
	Employer Surveys	August	Affiliate Catheterization Lab Manager	2009: Utilization of this evaluation tool began with the spring term 2010 as delineated per program accreditation resource assessment matrix. 2010: Data collection is ongoing.	2009: Utilization of this evaluation tool began with the spring term 2010 as delineated per program accreditation resource assessment matrix 2010: Data collection is ongoing.

Goal 3: The program will encourage students and graduated cardiovascular technologists to attend professional functions and subscribe to professional publications for continuing education.

Outcomes	Measurement Tool	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Students will demonstrate professional development and growth.	Society of Invasive Cardiovascular Professionals (SICP) Registry Review Course	Every August	Program Director	2009: A registry review was provided to the first two graduating classes in July 2009 and paid for out of grant funding. 2010: No SICP registry review was provided due to the cost of such a course to the program; in addition, the grant funding used to provide the first review course expired.	It has been determined infeasible to pay for a costly review course through the programmatic budget. A student self-paced computer based review course was purchased for all students and will be utilized with all future classes for exam preparation. The program will discontinue the utilization of this assessment tool.
2. Graduates will demonstrate a desire to continue education by cross training in another RCIS modality or pursuing a higher academic degree.	Graduate Survey	Evaluated 1 year post-graduation	Program Director	All graduates that pass the credentialing exam are required by the credentialing agency to maintain a specific number of continuing education points within a two year period in order to maintain a valid credential. The program has determined that it is not feasible to track graduate continuing education credits or the graduates desire to seek additional credentials through cross training.	The program will continue to urge students and graduates toward higher education/cross training and to attend professional functions. The program will discontinue the utilization of this assessment tool.
3. Graduates will subscribe to free professional publications to enhance clinical knowledge and complete CE point requirements.	Graduate Survey	Evaluated 1 year post-graduation	Program Director	All students and graduates are highly encouraged to subscribe to the free professional publications available. All graduates that pass the credentialing exam are required by the credentialing agency to maintain a specific number of continuing education points within a two year period in order to maintain a valid credential. It is not feasible to track subscription rates to professional publications in regard to program graduates.	The program will continue to urge all students and graduates to subscribe to professional publications. The program will discontinue the utilization of this assessment tool.

Radiography Program
Program Assessment Plan

2009						
Goal #1: Students will graduate clinically competent.						
Outcomes	Measurement Tool	Benchmark	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Students will demonstrate proper positioning skills.	Laboratory simulation sheets.	Average achievement of 7.5 on a scale of 10.	Annually	Clinical Coordinator	2009 Sem 1=15/15 Sem 2= 15/15	Continue to monitor
	Clinical competency form.	On a scale of 0-3, achievement of no less than 2 on #2.	Annually	Clinical Coordinator	2009 Sem 1=12/14 Sem 2=9/14 Sem 3=7/14 Sem 4=12/14 Sem 5=12/14 Sem 6= 14/14	
2. Students will demonstrate appropriate technical factor selection.	Clinical competency form.	On a scale of 0-3, achievement of no less than 2 on #3.	Annually	Clinical Coordinator	2009 Sem 1=13/14 Sem2=12/14 Sem3=6/14 Sem4=11/14 Sem5=14/14 Sem6=13/14	
	Employers survey	On a scale of 1-4 achievement of no less than 2 on #12.	Evaluated one year post graduation	Program Director	2008:11/11=100% 2009 not available	
3. Students will demonstrate proper radiation protection for self and patient.	Laboratory simulations	100% compliance.	Each semester during simulation	Clinical Coordinator	2009 20/20 19/19 16/16	
	Clinical Competency form.	On a scale of 0-3, no less than 2 on #5.	Annually	Clinical Coordinator	2010 8/15 15/15 17/17	
	Employer surveys	On a scale of 1-4, no less than 2 on #2	Evaluated annually	Program Director	2009 not available 2008:11/11=100% 2009: not available	

2009

Goal #2: Students will demonstrate effective communication skills in the classroom and clinic.

Outcomes	Measurement Tool	Benchmark	Time Frame	Person Responsible	Actual Outcome	Action Plan
1The student will demonstrate effective oral communication skills.	Classroom presentation	90% of the class will complete a case study presentation with a minimum grade of passing	Evaluated in Positioning III	Clinical coordinator	2008: 14/14=100% 2009: 16/16/=100% 2010: 16/17=94%	
	Employer survey	On a scale of 1-4, no less than 2 on #4	Annually	Program Director	2007: 14/14 2008: 11/11 2009: not available	
	Laboratory simulations	Provide clear and concise instructions for a minimum of 75% of procedures	Evaluated at the end of each semester	Clinical coordinator	2009: 20/20=100% 19/19=100% 16/16=100%	
2. The student will demonstrate effective written communication skills.	Classroom case study	90% of the class will complete a case study with a minimum grade of passing.	Evaluated in Positioning III	Clinical coordinator	2006:14/14=100% 2007: 20/20=100% 2008: 14/14=100% 2009:16/16=100%	
	Quality Assurance Project	90% of students will complete a QA written assignment with a minimum grade of passing	Evaluated at the end of QA course	QA instructor	2008: 17/17=100% 2009: 16/16=100%	

2009

Goal #3: The student will demonstrate critical thinking and problem solving skills in the classroom and clinic.

Outcomes	Measurement Tool	Benchmark	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Students will be able to adapt procedures for non-routine exams.	Competency Evaluation	A random sampling of 10 students will achieve a minimum of 2 on items #3, 6 and 7 on competencies performed that semester.	Annually	Clinical Coordinator	2009: not available	
	Mid-term evaluation	A random sampling of 10 students will achieve a minimum of 3 in Technical Skills and Equipment section	Annually	Clinical Coordinato	2009: not available	
	Final clinical evaluations	A random sampling of 10 students will achieve on a scale of 1-5 an average of 3 on item 2 and 3 in Clinic 3 and items 4 and 7 in Clinic 6.	Annually	Clinical Coordinator	2009: not available	
2. Students will adapt positioning and patient care techniques to meet the needs of the patient.	Clinical Coordinator positioning simulation scenario	90% will pass the simulation on the first attempt	Positioning 3 lab	Clinical Coordinator	2009: 15/16=93.7%	
	Patient care simulation	90% will pass the simulation on first attempt	Nursing procedures course	Nursing procedures instructor	2009: assessment plan developed after pt. care course.	

2009

Goal #4: Students and graduates will demonstrate professional growth and development.

Outcomes	Measurement Tool	Benchmark	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Students will attend a state or national conference.	Attendance at the Florida or Georgia student/educator conference	90% of the second year students will attend a conference.	Annually	Program Director	2008:12/14=85.7% 2009:12/14=85.7% 2010: 14/14=100%	2008: Benchmark unmet. Two students lacked finances. Program plans to enhance fundraising to decrease out of pocket expenses 2009: Adequate funding was available. One student needed to work and the other student had childcare issues. Continue to monitor.
2. Students will complete a speciality rotation.	Written assignment identifying specific objectives of profession and career opportunities	Complete a written assignment with a minimum grade of passing	Annually	Program Director	2009: 14/14=100%	
3. Students will exhibit professional behavior in the clinical setting	Mid-term evaluation	On a scale of 1-5 students will achieve and average of 4 in the Professionalism segment	Annually	Program Director	2009 not available	
	Final Evaluation	On a scale of 1-5 students will achieve an average of 4 in the Professionalism segment	Annually	Program Director	2009: not available	

2009

Goal #5: The program will graduate entry level technologists.

Outcomes	Measurement Tool	Benchmark	Time Frame	Person Responsible	Actual Outcome	Action Plan
1. Graduates will pass the ARRT examination on their first attempt.	ARRT examination summary report	75% of the graduates will pass the ARRT examination on their first attempt.	Annually	Program Director	2007:19/20=95% 2008:13/13=100% 2009:12/14=85.7%	2007: Benchmark met. Continue to monitor 2008: Benchmark met. Continue to monitor 2009: Benchmark met. Continue to monitor.
2. Graduate scores on the ARRT examination will reflect national averages.	ARRT examination summary report	The class score average will be no more than 3 points below the national average.	Annually	Program Director	PSC vs. USA 2006: 80.1vs.84.8 2007: 83.9vs.84.7 2008: 84.2vs.84.6 2009: 80.3vs.84.8	2007: Benchmark met and program is investigation modification of seminar course by requiring Corectec review course in seminar course. 2008: Benchmark met. Good results with Corectec. Continue to monitor 2009: Benchmark not met. Increase the minimum requirement for each component of the Corectec review course from 80% to 85% for the 2010 class.
3. Graduates will be satisfied with their education and indicate that they were adequately prepared to perform as entry level radiographers.	Graduate Survey	Responding graduates will score 46 points or greater on Parts II-V, questions 1-16.	Evaluated 1 year post-graduation.	Program Director	2006: 5/5 2007: 5/5 2008: 7/7	2007 Benchmark met. Continue to monitor 2008 Benchmark met continue to monitor

4. Employers will indicate that the graduates are adequately prepared to perform as entry level radiographers.	Employer Survey	Responding employers will score graduates at a level of 60 points or greater on Parts II-V, questions 1-20.	Evaluated 1 year post-graduation.	Program Director	2006: 12/12 2007: 14/14 2008: 11/11	2007 Benchmark met. Continue to monitor 2008 Benchmark met continue to monitor
5. Over a five year period graduates will, within 6 months, successfully find employment in the imaging profession.	Student self disclosure.	80% of students seeking employment will attain employment within 6 months of graduation	Evaluated six months post graduation.	Program Director and Clinical Coordinator	2004: 87.5% 2005: 100% 2006: 94% 2007: 18/20=90% 2008: 7/11=63.6% 2009: 9/14=64.2%	2007 Benchmark met. Continue to monitor 2008: Benchmark not met. Consult Advisory Committee as to employment projections. 2009: Benchmark not met. Advisory Committee continues to project bleak employment opportunities for graduates.
6. Enrolled students will graduate from the program.	Roll sheets from RTE 1000 and RTE 2061.	75% or greater will successfully complete the program.	Evaluated in December of each year	Program Director	2004:20/21=95% 2005:16/20=80% 2006:14/20=70% 2007:20/19=105% 2008:14/19=74% 2009:14/19=73.6%	2008: Benchmark not met. Three of six students who left program are in 2009 class. Two students left county. Program plans to continue to offer students who fail a course the opportunity to repeat course as independent study after successful completion of first semester. Students who fail in first semester will be encouraged to return the following year. 2009: Benchmark not met. Two students moved out of the county. One student was not suitable for the field. Two students will complete program in 2010. Continue to offer independent study for students struggling academically.