

## **INSTITUTIONAL EFFECTIVENESS SUMMARY**

### **Section 1: Background**

College:	Technical College of the Lowcountry
Component Assessed:	The Institutional Effectiveness Program
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Documentation Location:	Office of Research and Institutional Effectiveness

### **Section 2: Mission Statement of the Program/Service Being Assessed**

The Technical College of the Lowcountry (TCL), offers our citizens educational opportunities to enhance the economic and personal development of those living in our four county service area. The College offers necessary student support and learning services to help enrolled students achieve their educational goals thereby contributing a trained workforce to support local business and industry. The TCL Institutional Effectiveness program helps ensure the quality of these programs and services by assessing our performance and responding to the educational and personal needs of TCL students.

### **Section 3: Descriptions of the Programs/Services Assessed**

The Institutional Effectiveness (IE) program is campus-wide and includes all academic, student service and administrative programs. IE activities are carried out and documented by faculty and staff in the various programs. Groups or clusters of programs may jointly conduct assessment activities as appropriate.

### **Section 4: Description of Current Assessment Studies**

The college's Institutional Effectiveness program is guided by the Assessment and Evaluation Committee (A&E) and the requirements of the Commission on Higher Education, which will vary each year. Institutional Effectiveness reports are written to enable division deans and program directors to compare the present year with previous years and to document changes and improvements planned for the future. The responsibility for assessment and analyses, documentation and implementation resides with the appropriate academic program or staff office.

Each section representing academic, student services, continuing education, administration, finance and auxiliary services and the President's Office consists of self-contained reports. To assure continuity and consistency, the Director of Research meets with each Division Dean or Program Director who is responsible for Institutional Effectiveness Reports.

The Assessment and Evaluation Committee is presently adhering to the reporting schedule agreed upon the previous year. Reports are submitted by June to enable Institutional Effectiveness authors to complete and include studies conducted during the academic year.

### **Section 5: Major Findings of the Current Assessment Studies and Program/Service Changes Resulting from Assessment Outcomes**

As a result of the workshops in the previous year and meetings with each author as needed, the reports from Student and Auxiliary Services continue to be improved and completed on schedule. The schedule still needs review in order to fit into the budget, strategic plan and expected outcomes process into a more seamless cycle.

#### **Section 6: Program/Service Changes Resulting from Assessment Outcomes**

This year the Assessment and Evaluation Committee recommended that the composition of the A&E Committee be reviewed. The Committee Chair and the Vice President of Continuing Education will send a recommendation to the Executive Committee to change the Policies and Procedures to reflect a new committee structure.

#### **Section 7: Resources Required**

No additional resources are required at this time.

