Unit level report 2013
Department: Coahoma County Higher Education Center

Unit Missions

CCHEC Mission Statement

Mission statement
To expand educational opportunity for the people in Coahoma County, and the surrounding counties, by offering classes and events that will encourage personal development and promote a better quality of life for all people in the Mississippi Delta.

Related Items
There are no related items.
User Outcomes

**CCHEC 01: UO Increased participant satisfaction**

*Start: 7/1/2012  
End: 6/30/2013*

**User Outcome**  
The CCHEC has experienced increased participant satisfaction.

**Data Collection (Evidence)**  
The calendar, rental fees and feedback from the community prove this.

**Results of Evaluation**  
The community is pleased with the progress of the CCHEC.

**Use of Results and Recommendations**  
The community wants more activity on the campus and more opportunities to be exposed to a variety of educational experiences. Therefore, the CCHEC is doing more work to connect with partnerships that can provide those experiences.

**Related Items**
- SP5.Ind06: Community Outreach
- SP5: Improve the quality of life for all constituents

**CCHEC 02: UO Campus facilities used by external constituents**

*Start: 7/1/2012  
End: 6/30/2013*

**User Outcome**  
External organizations are able to use space on the CCHEC campus for a variety of purposes.

**Data Collection (Evidence)**  
The calendar and rental fees are both evidence of use of the facility.

**Results of Evaluation**  
The CCHEC has experienced a steady growth as related to use of the facility and incoming rental fees.

**Use of Results and Recommendations**  
The CCHEC will continue growing and becoming more and more successful.

**Related Items**
- SP5.Ind03: Campus facilities and space for use by external constituents
- SP5: Improve the quality of life for all constituents

**CCHEC 03: UO Community Book Talks event**

*Start: 7/1/2012  
End: 6/30/2013*

**User Outcome**  
The CCHEC offers monthly "Community Book Talk" events 7 times a year with their partner, the Carnegie Public Library, that offers a cultural experience for everyone in the community at no cost to the participant.

**Data Collection (Evidence)**  
The CCHEC has sign-in sheets for each book talk available for all attendees to sign.

**Results of Evaluation**  
As a total, the CCHEC has reached/hosted approximately 1000 people from the community and the region through this partnership and with this program.

**Use of Results and Recommendations**  
For next year, the CCHEC and the Carnegie Library are considering changing the number of events to be held to 5 each year rather than 7 due to lack of resources.

**Related Items**
- SP5.Ind04: Cultural offerings
- SP5: Improve the quality of life for all constituents
- SP5.Ind05: Diversity initiatives
CCHEC 04: UO Kids in the Kitchen Cooking Classes
Start: 7/1/2012
End: 6/30/2013

User Outcome
The CCHEC offers non-traditional cooking workshops for children in the community.

Data Collection (Evidence)
The continuing education department at Delta State ran these programs, but they used sign in sheets and collected registrations fees from participants.

Results of Evaluation
We averaged 10 to 12 students per class showing us that parents believe this is an important opportunity for children to expand their knowledge of cooking while enhancing their social skills.

Use of Results and Recommendations
It has been recommended that these particular cooking classes be offered once a month year round -- approximately 10 times a year. Our goal is to work with continuing education at DSU to do that.

Related Items
- SP5.Ind02: Continuing Education
- SP5.Ind03: Campus facilities and space for use by external constituents
- SP5.Ind04: Cultural offerings
- SP5.Ind06: Community Outreach
- SP5: Improve the quality of life for all constituents

CCHEC 2013_04: Communications, Marketing and Outreach
Start: 7/1/2012
End: 6/30/2013

User Outcome
The CCHEC will increase communications, marketing and outreach through connections and publicity.

Data Collection (Evidence)

Results of Evaluation

Use of Results and Recommendations

Related Items
There are no related items.
Unit Goals

CCHEC 2013_01: Improvement of Campus
Start: 7/1/2012
End: 6/30/2013

Unit Goal
CCHEC will push to get primary construction needs of the campus completed. The specific needs include adding a bathroom to the Lewis Technology Building, adding a fence and outside cameras to secure the campus, and making the J.W. Cutrer House ADA compliant. Once these large construction needs are complete, additional enhancements will continue such as landscaping, fence mending, flag pole and signage.

Evaluation Procedures

Actual Results of Evaluation

Use of Evaluation Results

Related Items
SP4.Ind04: Facilities Management

CCHEC 2013_02: Handbook for Safe, Secure, Organized Campus
Start: 7/1/2012
End: 6/30/2013

Unit Goal
The CCHEC will complete its policies and procedures manual which will include information about general operations for day to day, month to month and annual operations.

Evaluation Procedures
The Policies and Procedures Manual will serve as the final evaluation for this goal.

Actual Results of Evaluation

Use of Evaluation Results

Related Items
SP4.Ind11: Process manuals

CCHEC 2013_03: Needs Assessment Conducted
Start: 7/1/2012
End: 6/30/2013

Unit Goal
The CCHEC will conduct a needs assessment gathering data that can be used to develop a comprehensive strategic plan for the future growth of the CCHEC.

Evaluation Procedures
Sign-in sheets for the community discussion and data gathered throughout the process will serve as the evaluation tools of record.

Actual Results of Evaluation

Use of Evaluation Results

Related Items
SP4.Ind09: Institutional review process / Accreditations/IE

CCHEC 2013_05: Partnerships developed and Progress ensured
Start: 7/1/2012
End: 6/30/2013

Unit Goal
The CCHEC will reach out to DSU academia as well as non-profits and other interested organizations to develop partnerships that will expand educational opportunities on the CCHEC campus.

Evaluation Procedures

Actual Results of Evaluation

Use of Evaluation Results

Related Items
SP5.Ind03: Campus facilities and space for use by external constituents
SP5: Improve the quality of life for all constituents

SP5.Ind06: Community Outreach

SP5: Improve the quality of life for all constituents
Section IV.a

Brief Description

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.b

Comparative data
Enrollment, CHP, majors, graduation rates, expenditures, trends, etc.

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.c

Diversity Compliance Initiatives and Progress

Judgment
- [ ] Meets Standards
- [ ] Does Not Meet Standards
- [ ] Not Applicable

Narrative
Section IV.d

Economic Development Initiatives and Progress

Judgment

☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section IV.e

Grants, Contracts, Partnerships, Other Accomplishments

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section IV.f

Service Learning Data
List of projects, number of students involved, total service learning hours, number of classes, faculty involved, accomplishments.

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section IV.g

Strategic Plan Data
Only use this section if you have strategic plan info to report that is not covered in other areas of your report

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section IV.h

Committees Reporting To Unit
Each unit includes in the annual plan and report a list of the committees whose work impacts that unit or any other aspect of the university; along with the list will be a notation documenting the repository location of the committee files and records. Committee actions affecting the unit’s goals may be noted in other applicable sections of the annual reports. Not required to be included in the unit’s annual plan and report, but required to be maintained in the repository location, will be a committee file that includes, for each committee: Mission and by-laws, Membership, Process, Minutes.

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section V.a

Faculty (Accomplishments)
Noteworthy activities and accomplishments

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section V.b

Staff (Accomplishments)

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section V.c

Administrators (accomplishments)

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section V.d

Position(s) requested/replaced with justification

Judgment
☐ Meets Standards ☐ Does Not Meet Standards ☐ Not Applicable

Narrative
Section V.e

Recommended Change(s) of Status

Judgment
☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative
Section VI.a

Changes Made in the Past Year

Judgment
□ Meets Standards □ Does Not Meet Standards □ Not Applicable

Narrative
Section VI.b

Recommended Changes for the Coming Year

Judgment

☐ Meets Standards  ☐ Does Not Meet Standards  ☐ Not Applicable

Narrative