Aligning Department and Unit Goals 2018-2019

Institutional Priority 1: Student Learning and Success	
Vice President Goals	**Department and Unit Goals**
Work with Deans to develop and deliver programmes and training that are responsive to shifting workforce demands and individual interests.	**Dean (ASGS):** Develop and offer training in the form of short courses that are responsive to workforce demands. **Business & Computer Science:** Develop and deliver entrepreneurship and tourism courses for CAPE. Develop and deliver tourism short courses in partnership with CPDCE. **Dean (WT):** Further develop the curriculum for the construction and marine training that emerged following hurricanes Irma and Maria to offer these programmes in Fall 2019. Based on interest expressed by prospective students, offer CMI training at levels 5 and 7.
Assist the Deans with building external partnerships to ensure that students are better prepared for transfer, job placement, or career development.	**Dean (ASGS):** Establish industry partnerships to integrate work attachments into programs to ensure that students are better prepared for job placement and career advancement. **Business & Computer Science:** Review the Business 200 level courses to include a practical component such as an internship.
Monitor the extent to which the assessment of student learning outcomes is used to improve the quality of programs with specific reference to curriculum and instruction.	**Deans:** ▪ Identify and address challenges associated with student outcomes assessment. ▪ Based on student learning outcomes assessment results, work to improve the curriculum of programs. ▪ Based on student learning outcomes assessment results, work to improve the quality of instruction.
Work with the Student Success Center, in collaboration with the Deans, to improve student support services.	**Dean (ASGS):** In collaboration with the Student Success center develop and deliver tutorial services to assist students in achieving their educational goals. **Humanities, Social Sciences & Communications:** Establish a writing lab.
	Student Success Centre: ▪ Provide individual instruction, support and referral services that promote student learning success. ▪ In cooperation with the Office of Communications, Public Relations and Marketing provide and maintain a virtual presence through the College's website and other technologies that include links to a variety of student support services. ▪ Conduct outreach efforts to improve student, faculty and staff awareness concerning the services provided by the Student Success Center.

Institutional Priority 2: Institutional Image and Community Relations	
Vice President Goals	**Department and Unit Goals**
Develop and strengthen mutually beneficial partnerships with business, schools, professional organizations, and government agencies.	**Dean (ASGS):** Develop and organize outreach activities to build and strengthen beneficial partnerships with schools and businesses. **Math & Science:** Increase student exposure at the primary level to science by conducting outreach activities such as inviting primary schools to observe lab demonstrations and use lab equipment. **Dean (WT):** Pursue activities in partnership with the business community aimed at developing, sharing, and providing opportunities for discussions concerning issues related to business development within the Virgin Islands and the Caribbean region.
Improve the nature and quality of college documents such as the catalogue and various other handbooks and manuals.	**Deans:** In collaboration with the Office of Communications, Public Relations & Marketing, review and improve the nature and quality of the college catalogue.
Provide guidance in the selection of student success stories for use in marketing efforts.	**Deans:** In collaboration with the Office of Communications, Public Relations & Marketing, review and improve channels for showcasing student accomplishments.
Institutional Priority 3: Accountability, Sustainability, & Stewardship	
Vice President Goals	**Department and Unit Goals**
Work with the facilities Department to develop and implement maintenance systems to improve the working and learning environment for faculty, students, and staff.	**Dean (ASGS):** In collaboration with the Facilities Department develop and implement maintenance systems to improve the learning environment for faculty and students. **Math & Science:** Develop and implement a Laboratory Maintenance Plan.
Institutional Priority 4: Enrollment and Retention	
Vice President Goals	**Department and Unit Goals**
Work with the Registry to develop and implement intentional outreach and recruitment strategies to expand student enrollment (especially underserved groups).	Provide regular and consistent communication with the community and prospective students to keep them informed of application and registration dates as well as enrollment opportunities. Identify prospective students and provide targeted marketing campaigns to inform them of educational opportunities tailored to their needs. Develop intentional outreach and recruitment strategies to prospective students from underserved groups.
Work with the Dean (WT) to use the program review process to redesign programs to align with labour market needs, as well as current	**Dean (WT):** Use the program review process to evaluate and redesign current workforce programs to increase enrollment and completion.

emerging skill expectations from employers to increase enrollment.	
Work with the Dean (WT) and Student Success Centre to identify barriers to enrollment and completion and develop or redesign programs, support services, and processes to alleviate these obstacles.	**Student Success Centre:** In cooperation with the Registrar's Office and the Dean's (WT) Office develop, support, and implement initiatives related to student retention. Using the technology support available improve access for the Virgin Gorda students to information and services designed to improve retention and success. **Dean (WT):** Improve access to CPDCE offerings through the development and implementation of an enrollment management system for the unit.