

2014-2015 Self-Study Recommendations

- Chapter One: Mission & Resources
 - Standard 1: Mission & Goals
 - No recommendations
 - Standard 2: Planning, Resource Allocation, and Institutional Renewal
 - Increase stakeholders' awareness of the complete budget planning process and communicate more clearly with faculty and staff about how resources are allocated in support of the College's strategic priorities.
 - Enhance the formal financial planning and budgeting process by utilizing a zero-based budgeting process to frame a multi-year projected budget.
 - Renew the College's commitment to researching and applying for external grants.
 - Standard 3: Institutional Resources
 - Enhance and strengthen the College's commitment to explore and attract new financial resources.
- Chapter 2 Leadership, Governance, Administration and Integrity
 - Standard 4: Leadership and Governance
 - Disseminate procedure manuals, to ensure that Board Policy is implemented deliberately and uniformly across all areas of the College.
 - Seek new avenues for encouraging, engaging, and maintaining student participation in the governance process at the College.
 - Develop a formal, ongoing feedback process to improve the coordination of institutional leadership and governance at SCC.
 - Standard 5: Administration
 - Identify and implement improved communication practices to more widely and rapidly disseminate changes to organizational structure and position responsibilities.
 - Enhance the formalized orientation/mentoring process for new employees and improve employee retention efforts.
 - Standard 6: Integrity
 - Strengthen communications with regard to human resource functions and decisions to create a more transparent and understood process.
- Chapter Three: Student Services
 - Standards 8 and 9: Admission/Retention & Student Support Services
 - Explore and implement alternatives for offering mandatory New Student Orientation, including online formats, for incoming new students.
 - Increase the percentage of Salem County high school students attending SCC.
 - Continue to assess the effectiveness of Career Services.
 - Develop and maintain a procedure for filing and tracking student grievances in a central location.
- Chapter Four: Academics
 - Standard 10: Faculty
 - Explore and implement methods to improve the diversity profile of the faculty to more closely represent that of the students.
 - Encourage full-time faculty to identify and apply for off-site professional development opportunities that support their area of expertise.

- Implement a program for sharing and supporting best practices related to instructional methods and practices for adjunct faculty.
 - Implement a plan to encourage faculty excellence for both full-time and part-time faculty
- Standard 11: Educational Offerings
 - Enhance and support an institutional process to maintain the consistent review of program curriculum and courses taught solely by adjunct faculty.
 - Continue to promote, monitor and assess information literacy across each academic program.
- Standard 12: General Education
 - No recommendations
- Standard 13: Related Educational Offerings
 - Expand and improve the quality of the Distance Learning program at the College with the goal of increasing student success rates.
- Chapter Five: Assessment
 - Standard 7: Institutional Assessment
 - Enhance and formalize the administrative outcomes assessment process to include an annual report from each division/department that can be shared with all levels of the institution.
 - Because SCC is a small organization and relies on ad hoc committees and informal communication, the College community must communicate results in a more formal, timely and effective manner.
 - Standard 14: Assessment of Student Learning
 - No recommendations