### UNIT MISSION STATEMENT:
The DACC Computer and Information Technology Department educates technology practitioners, accelerates transfer of emerging technology to local communities, and develops innovative application of information technology through scholarship, engagement, and discovery.

### STAFF PRESENT:
Jon Juarez, Leilani Benoit, John Carter, Tim Chappell, Robert Chavez, Robert Doyle, Fred Huff, Nina Javaher, Gus Pina, and Donna Saulsberry

### PROGRAM STRENGTHS

<table>
<thead>
<tr>
<th>PROGRAM STRENGTH</th>
<th>DETAILS</th>
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</thead>
<tbody>
<tr>
<td><strong>Number 1</strong></td>
<td>Curriculum aligned to industry certification standards.</td>
</tr>
<tr>
<td><strong>Why is this a strength?</strong></td>
<td>(List reasons to support inclusion of this item as a Program Strength)</td>
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<tr>
<td></td>
<td>1. Hardware and software technology continuously updates to match industry standards.</td>
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<td></td>
<td>2. Course content aligns to NMSU and other 4-year schools to which graduates transition.</td>
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<td></td>
<td>3. Graduates have opportunities to take and pass national certifications.</td>
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<td><strong>Number 2</strong></td>
<td>Classes are offered online and during evening hours.</td>
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<tr>
<td><strong>Why is this a strength?</strong></td>
<td>(List reasons to support inclusion of this item as a Program Strength)</td>
</tr>
<tr>
<td></td>
<td>1. Students can complete entire degree requirements through full-time, part-time, evening, on-line, or any combination.</td>
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<td></td>
<td>2. Students can select courses that best suit their interests and career goals.</td>
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<td></td>
<td>3. Students can complete their degree while working full-time.</td>
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<tr>
<td><strong>Number 3</strong></td>
<td>Most adjunct faculty have worked or are currently working in the computer and information technology industry.</td>
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<tr>
<td><strong>Why is this a strength?</strong></td>
<td>(List reasons to support inclusion of this item as a Program Strength)</td>
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<tr>
<td></td>
<td>1. Adjunct faculty are knowledgeable regarding the local and national technology standards.</td>
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<td></td>
<td>2. Adjunct faculty are qualified to review and develop appropriate curriculum standards.</td>
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<td></td>
<td>3. Adjunct faculty are qualified to evaluate the relevance of curriculum changes.</td>
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<tr>
<td><strong>Number 4</strong></td>
<td>Members of the Computer and Information Technology Advisory Council are representative of government agencies, local businesses/industries and the three NMSU colleges to which graduates transfer.</td>
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<td><strong>Why is this a strength?</strong></td>
<td>(List reasons to support inclusion of this item as a Program Strength)</td>
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<tr>
<td></td>
<td>1. Course contents are aligned for optimal articulate to NMSU degrees.</td>
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<tr>
<td></td>
<td>2. Course sequences are aligned to industry/certification standards and continuing education requirements.</td>
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<tr>
<td></td>
<td>3. Students are better prepared to succeed entering the local job market or continue towards a four-year degree.</td>
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<tr>
<td><strong>Number 5</strong></td>
<td>Hardware and software used by the Computer and Information Technology Department is upgraded regularly.</td>
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<td><strong>Why is this a strength?</strong></td>
<td>(List reasons to support inclusion of this item as a Program Strength)</td>
</tr>
<tr>
<td></td>
<td>1. Students experience using current industry standards.</td>
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<td></td>
<td>2. Students have a greater opportunity to pass current industry certifications.</td>
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<tr>
<td></td>
<td>3. Graduates are prepared to compete for a greater number of jobs.</td>
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<tr>
<td>PROGRAM CONCERN Number</td>
<td>Description</td>
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<tr>
<td>------------------------</td>
<td>-----------------------------------------------------------------------------</td>
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</table>
| 1                     | Full-time faculty have limited opportunities to work in specialized high-demand technology industry jobs. | 1. Develop job shadowing opportunities with local industries.  
2. Hire an additional full-time faculty member with specialized skills/experience.  
3. Recruit part-time faculty to supplement departmental needs to teach relevant courses. |
| 2                     | Specialized computer equipment is located only at the East Mesa Campus.     | 1. Implement virtualization where appropriate.  
2. Convert courses to on-line and/or hybrid where appropriate.  
3. Develop rotational plan for times and locations. |
| 3                     | The CS 110 Computer Literacy course is not required for most degrees at NMSU. | 1. Begin replacing CS 110 sections with CS 171G.  
2. Modify CS 110 curriculum to better support DACC degrees.  
3. Monitor NMSU for changes to degrees. |
| 4                     | Approximately 50% of the courses offered by the Computer and Information Technology Department are CS 110 Computer Literacy. | 1. Market CS110 throughout DACC, NMSU and the local community.  
2. Provide support to CS 110 instructors to maintain quality of curriculum.  
3. Improve the use of online assessment and training solutions. |
| 5                     | Limited institutional tutoring resources are available for students.       | 1. Identify graduates continuing to NMSU that can be hired as tutors by DACC’s Student Success Center  
2. Encourage faculty to mentor student study groups.  
3. Develop additional study resources for student use. |
## Program Action Plan

<table>
<thead>
<tr>
<th>Program:</th>
<th>Computer and Information Technology</th>
<th>Date:</th>
<th>3/18/2013</th>
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</table>

**Program Improvement Objective Number 1**

Improve student graduation rates.

**Program Actions Planned to Achieve Improvement Objective 1**

1. Improve course sequencing where appropriate.
2. Assign faculty mentors to each student.
3. Encourage students to participate in student organizations and extra-curricular activities.

**Does the completion of this objective require additional fiscal and/or human resource? (Highlight choice)**

- [ ] Yes
- [ ] No
- [ ] Not Sure

**If yes, please describe needed resources**

Provide institutional support for club activities and reduce the requirements for student fund raising activities.

**Which HLC Criterion would the completion of this improvement objective support? (Check all that apply)**

- [ ] 1. Mission
- [ ] 2. Ethical & Responsible Conduct
- [ ] 3. Teaching & Learning-Quality, Resources & Support
- [ ] 4. Teaching & Learning- Evaluation & Improvement
- [ ] 5. Resources, Planning and Institutional Effectiveness
- [ ] 6. Publicity & Promotion

**Which Strategic Priority from the 2012-16 Strategic Plan would the completion of this improvement objective support? (Check all that apply)**

- [ ] SP 1. Improve Student Achievement
- [ ] SP 2. Intrusive Student & Academic Support Services
- [ ] SP 3. Academic Curriculum Development & Redesign
- [ ] SP 4. Workforce for the Future
- [ ] SP 5. Institution Operational Efficiency & Effectiveness

**Numeric Performance Targets for year ending June 2015**

1. Percentage of increase for students completing Associate of Applied Science degree or Certificate of Completion.
2. Number of faculty-student mentor contact activities.
3. Number of students who become members of student clubs and number of students participating in club activities.

**What Assessment Techniques/Tools will be Used to Determine Whether Objective 1 is Achieved?**

Numeric count of activities.
<table>
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**PROGRAM IMPROVEMENT OBJECTIVE Number 2**

Increase the diversity of course offerings to meet the needs of employers in the local community.

**Program Actions Planned to Achieve Improvement Objective 2**

1. Survey community needs determine immediate and projected needs.
2. Establish annual and bi-annual calendar for course offerings.
3. Train full-time instructors and recruit part-time instructors to teach new offerings.

**Does the completion of this objective require additional fiscal and/or human resource?** (Highlight choice)

- [ ] Yes
- [ ] No
- [ ] Not Sure

If yes, please describe needed resources

Hire additional full- and/or part-time faculty.

**Which HLC Criterion would the completion of this improvement objective support?** (Check all that apply)

- [ ] 1. Mission
- [ ] 2. Ethical & Responsible Conduct
- [ ] 3. Teaching & Learning-Quality, Resources & Support
- [ ] 4. Teaching & Learning- Evaluation & Improvement
- [ ] 5. Resources, Planning and Institutional Effectiveness
- [ ] 6. Publicity & Promotion

**Which Strategic Priority from the 2012-16 Strategic Plan would the completion of this improvement objective support?** (Check all that apply)

- [x] SP 1. Improve Student Achievement
- [ ] SP 2. Intrusive Student & Academic Support Services
- [x] SP 3. Academic Curriculum Development & Redesign
- [x] SP 4. Workforce for the Future
- [ ] SP 5. Institution Operational Efficiency & Effectiveness

**Numeric Performance Targets for year ending June 2015**

1. Develop and successfully offer one new course per academic year.
2. Establish annual/bi-annual calendar by January 2014.
3. Train two instructors per new course offering.

**What Assessment Techniques/Tools will be Used to Determine Whether Objective 2 is Achieved?**

Numeric count of activities.
2013-15 DACC Bi-Annual Program Review and Institutional Planning Process

PROGRAM ACTION PLAN

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**PROGRAM IMPROVEMENT OBJECTIVE Number 3**

Improve educational level, industry experience, and industry certification skills of full-time faculty.

**Program Actions Planned to Achieve Improvement Objective 3**

1. Provide training resources in the form of workshops/conferences, certification training, or traditional scholarship.

2. Promote increased industry experience through professional leaves, sabbaticals, and paid/unpaid consulting.

3. Promote increase educational through course offerings at NMSU.

**Does the completion of this objective require additional fiscal and/or human resource? (Highlight choice)**

- [ ] Yes
- [ ] No
- [ ] Not Sure

If yes, please describe needed resources

Resources to pay for certification exams, workshops and conferences.

**Which HLC Criterion would the completion of this improvement objective support? (Check all that apply)**

- [ ] 1. Mission
- [ ] 2. Ethical & Responsible Conduct
- [ ] 3. Teaching & Learning-Quality, Resources & Support
- [ ] 4. Teaching & Learning- Evaluation & Improvement
- [ ] 5. Resources, Planning and Institutional Effectiveness
- [ ] 6. Publicity & Promotion

**Which Strategic Priority from the 2012-16 Strategic Plan would the completion of this improvement objective support? (Check all that apply)**

- [ ] SP 1. Improve Student Achievement
- [ ] SP 2. Intrusive Student & Academic Support Services
- [ ] SP 3. Academic Curriculum Development & Redesign
- [ ] SP 4. Workforce for the Future
- [ ] SP 5. Institution Operational Efficiency & Effectiveness

**Numeric Performance Targets for year ending June 2015**

1. Number of new certificates earned by full-time faculty.

2. Number of educational/technical conferences or workshops attended by full-time faculty.

3. Number of credits earned at NMSU by full-time faculty.

**What Assessment Techniques/Tools will be Used to Determine Whether Objective 3 is Achieved?**

Numeric count of activities.
**2013-15 DACC Bi-Annual Program Review and Institutional Planning Process**

**PROGRAM ACTION PLAN**

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**PROGRAM IMPROVEMENT OBJECTIVE Number 4**

Improve educational level, industry experience, and industry certification skills of part-time faculty.

**Program Actions Planned to Achieve Improvement Objective 4**

1. Provide training resources in the form of workshops/conferences, certification training, or traditional scholarship.
   
2. Promote increased industry experience through professional leaves, sabbaticals, and paid/unpaid consulting.
   
3. Promote increase educational through course offerings at NMSU.

**Does the completion of this objective require additional fiscal and/or human resource? (Highlight choice)**

☐ Yes  ☐ No  ☐ Not Sure

If yes, please describe needed resources

Resources to pay for certification exams, workshops and conferences.

**Which HLC Criterion would the completion of this improvement objective support? (Check all that apply)**


**Which Strategic Priority from the 2012-16 Strategic Plan would the completion of this improvement objective support? (Check all that apply)**

☒ SP 1. Improve Student Achievement  ☒ SP 2. Intrusive Student & Academic Support Services  ☒ SP 3. Academic Curriculum Development & Redesign  ☒ SP 4. Workforce for the Future  ☒ SP 5. Institution Operational Efficiency & Effectiveness

**Numeric Performance Targets for year ending June 2015**

1. Number of new certificates earned by part-time faculty.
   
2. Number of educational/technical conferences or workshops attended by part-time faculty.
   
3. Number of credits earned at NMSU by part-time faculty.

**What Assessment Techniques/Tools will be Used to Determine Whether Objective 4 is Achieved?**

Numeric count of activities.
### PROGRAM ACTION PLAN

**PROGRAM:** Computer and Information Technology  
**DATE:** 3/18/2013

<table>
<thead>
<tr>
<th>PROGRAM IMPROVEMENT OBJECTIVE Number 5</th>
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<tbody>
<tr>
<td>Improve the quality and quantity of instructor support consistent with the individualized needs of course offerings.</td>
</tr>
</tbody>
</table>

**Program Actions Planned to Achieve Improvement Objective 5**

1. Request hiring an additional teaching technician.
2. Request additional student employee resources.
3. Utilize cooperative experience students to act as student teaching aides.

**Does the completion of this objective require additional fiscal and/or human resource? (Highlight choice)**

- [ ] Yes
- [x] No
- [ ] Not Sure

If yes, please describe needed resources

Additional monetary resources to hire an additional teaching technician or have more student employment hours.

**Which HLC Criterion would the completion of this improvement objective support? (Check all that apply)**

- [x] 1. Mission
- [x] 2. Ethical & Responsible Conduct
- [x] 3. Teaching & Learning-Quality, Resources & Support
- [x] 4. Teaching & Learning- Evaluation & Improvement
- [x] 5. Resources, Planning and Institutional Effectiveness
- [x] 6. Publicity & Promotion

**Which Strategic Priority from the 2012-16 Strategic Plan would the completion of this improvement objective support? (Check all that apply)**

- [x] SP 1. Improve Student Achievement
- [x] SP 2. Intrusive Student & Academic Support Services
- [x] SP 3. Academic Curriculum Development & Redesign
- [x] SP 4. Workforce for the Future
- [x] SP 5. Institution Operational Efficiency & Effectiveness

**Numeric Performance Targets for year ending June 2015**

1. Number of curriculum-based activities supported.
2. Number of resources provided to instructors for curriculum support.
3. Number of additional part- or full-time employees.

**What Assessment Techniques/Tools will be Used to Determine Whether Objective 5 is Achieved?**

Numeric count of activities.