

### Section III Unit Planning Goals - Cooperative Education Division 2011-12

Cooperative Education GOALS	ACTIVITIES	TIMELINE	BUDGET IMPACT
Increase capacity to enroll injured workers, veterans, Trade Act clients and clients of State of Oregon Vocational Rehabilitation in Professional Skills training thus increasing revenue (tuition, FTE reimbursement and fees).	Employ classified staff to: 1) process extensive and specialized required forms and reports from sponsoring governmental and private agencies, and 2) facilitate on-going communications between sponsoring agencies.	On-going need	\$57,050 from Carl Perkins grant (in 2006-07 this position helped generate 56.12 FTE, in 2007-08 it helped generate 69.95 FTE, in 2008-09 it helped generate 87.55 FTE, in 2009-10 it generated 87.17 FTE and it is estimated that in 2010-11 it will help generate the same or slightly more FTE as in 2009-10.
Hire .25 cooperative education coordinator for Science Division Career Technical programs in response to increase in number of CT programs in both the Science and CIT divisions and subsequent increase in student enrollment in them. Student load too high for existing 1.0FTE faculty who currently handles both divisions.	Hire .25 faculty member with expertise in environmental science to facilitate co-op in new Sustainability 2 year degree, Water Conservation Tech 2 year degree, Energy Management 2 year degree	Beginning summer term 2011	\$3,783 (includes OPE) per term from general fund.
Improve communications with potential co-op employers by producing a display banner for outreach events such job fairs and chamber of commerce employer events which will result in new co-op opportunities for Lane students.	Create a free standing banner for table top presentations in the community.	End of fall term 2011	\$800 needed from Perkins for the design and purchase of the free standing banner

Implement the use of software so that all cooperative education forms will migrate to an on-line delivery system creating significant efficiencies for paperwork preparation/archiving, data entry, and information retrieval/reporting especially for 3 <sup>rd</sup> party assessment of career technical programs.	1) Purchase or develop software 2) Install software, train coordinators in usage 3) Implement usage with students and employers	Purchase software in summer term 2011 with goal of full implementation winter term 2012 or initiate development of in-house software	\$4,000 price for software from Technology Fees (This software directly serves students. All of their co-op paperwork including Agreement Form, the evaluation upon which their grade is based and course assignments will be done through it)
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<b>High School Connections GOALS</b>	<b>ACTIVITIES</b>	<b>TIMELINE</b>	<b>BUDGET IMPACT</b>
Strengthen ties among all College Now partners including high school counselors, Lane instructors, and Lane College Now staff to enhance & improve HS/CC linkages opportunities	Provide HS Counselor in-service to better inform HS about dual credit and further CC Provide CN teacher in-service Provide articulation meetings for college and high school faculties twice per year. Provide moodle training and interface	During academic year 2010-11	General fund of \$9,000 to provide substitute reimbursement and in-service expenses for high school faculty in transfer areas (Carl Perkins Reserve from ESD fund pays for HS subs for CTE areas)
Increase number of College Now course articulations while assuring quality and integrity of alignment resulting in additional College Now FTE.	Provide funds for Lane faculty Department Liaisons to meet and align high school and college courses in cooperation with high school teachers. (Part-time faculty pay for CN work.) Implement new standards required by JBAC program including manual and student handbook	Academic year 2010-11	Ancillary Funds of approximately \$9,000
Coordinate program of	Work with Lane ESD to	Academic	\$48,000 needed for a .2

study (POS) requirement linkages between high schools and Lane as required by Carl Perkins Act	implement POS meetings to include Career Pathway and Post Mapping	year 2010-11	Career Pathway Coordinator and ancillary funds to support outreach activities by HS Connection staff
Improve high school student's understanding of Lane offerings to recruit students to Lane with goal of increase enrollment of HS students in Career /Technical programs.	Provide hands-on career day for HS students to further explore learning opportunities available at Lane with a technical career focus.	Spring 2010	\$4,000 for CML rental, food, materials and supplies from Carl Perkins