

Arts and Sciences Division

Mission

The Arts and Sciences Division provides broad knowledge, skills, and attitudes which prepare students to be contributing members of society and responsible citizens.

Vision

The Arts and Sciences Division will:

- Employ current technology and diverse learning methods to engage students in interactive learning processes.
- Maintain science and computer laboratories at a level commensurate with student needs and expectations.
- Increase public awareness of the level of transferability of course work.
- Become the first choice for area students needing college transfer courses.

Core Values

Excellence – We seek excellence in all our endeavors, and we are committed to continuous improvement.

Intellectual Freedom – We believe in ethical and scholarly questioning in an environment that respects the rights of all to freely pursue knowledge.

Integrity – We are committed to the principles of truth and honesty, and we will be equitable, ethical, and professional.

Service – We believe that serving others is a noble and worthy endeavor.

Diversity – We respect others and value diversity of opinion, freedom of expression, and other ethnic and cultural backgrounds.

Stewardship of Resources – We are dedicated to the efficient and effective use of resources. We accept the responsibility of the public's trust and are accountable for our actions.

Goals, Critical Success Factors, Objectives, and Strategies

Goal One: Academic Excellence. Foster academic excellence by providing an environment which facilitates learning and prepares students to become knowledgeable, dedicated, responsible citizens.

Critical Success Factors:

- 100% of division course syllabi contain competences that are commensurate with other Oklahoma colleges
- 100% of full-time faculty will hold a master's level degree
- 100% of courses offered will have common objectives and documented assessment instruments
- Faculty diversity will be maintained or increased through expanded recruitment efforts
- Agenda items for faculty meetings will include learning styles, innovative teaching methodologies, learning research and best practices
- Faculty "share-sessions" will be held after conference attendance
- Adequate numbers of faculty will be maintained to ensure appropriate student/faculty ratios and greater opportunities for student/faculty interaction
- Assessment results reviewed annually and necessary changes implemented

Objectives:

Objective 1.1: Enhance teaching skills and methods.

Strategies:

- Hold a best practice exchange workshop each semester.
- Establish a professional library in the division office.

Objective 1.2: Examine success of transfer students.

Strategies:

- Track a sample of transfer students and their grade point averages.
- Gather qualitative data from a sample of transfer students.

Objective 1.3: Assure that transfer course competencies are commensurate with other Oklahoma colleges.

Strategies:

- Establish a course documentation library in the division office, which includes the course syllabi, course outlines, and the transfer matrix.

- Assure that all division transfer courses appear on the Oklahoma State Regents for Higher Education transfer matrix.

Objective 1.4: Examine assessment results to determine course improvements.

Strategies:

- Collect and distribute data from division assessment.
- Train faculty on a process to analyze collected data.

Goal Two: Faculty/Staff Development. Recruit and develop faculty and staff who are committed to the college mission.

Critical Success Factors:

- 100% of faculty will participate in an on-campus professional development activity each year
- 100% of faculty will belong to at least one professional organization appropriate to their discipline or field of study
- Each faculty member will develop an annual written professional development plan beginning in 2005
- Each professional development plan will include a component that promotes understanding of people from different cultures and socio-economic backgrounds
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Objectives:

Objective 2.1: Facilitate and support a variety of professional development opportunities for faculty and staff.

Strategies:

- Support the renewed college-wide emphasis on staff development.
- Facilitate a best practice workshop each semester.
- Include at least one learning activity related to teaching or the mission of the college at each faculty meeting.
- Recruit faculty to submit articles to professional journals.

Goal Three: Outreach, Collaborations and Services. Strengthen division outreach, alliances and educational partnerships.

Critical Success Factors:

- 50% of division faculty will attend at least one technical program advisory meeting annually
- Partner with public schools or career tech schools to sponsor on-campus contest annually
- Understanding and acceptance of service learning by 50% of division faculty
- Annual contact with principals or counselors from surrounding schools

Objectives:

Objective 3.1: Increase opportunities for cross campus contact for faculty.

Strategies:

- Develop a plan with the Chairs of the technical divisions for the involvement of arts and sciences faculty in at least one technical advisory meeting annually.
- Host a series of meetings with selected technical and arts and sciences faculty

Objective 3.2: Increase opportunities for faculty and staff contact in the community.

Strategies:

- Identify and respond to corporate communication literacy training needs.
- Increase the number of distance learning courses.
- Develop a plan for individual contact of area principals/counselors.
- Pursue opportunities for presentations to area civic clubs, businesses, and organizations about the services and classes the division can offer.
- Facilitate a presentation workshop on successful service learning in general education classes.

Objective 3.3: Increase opportunities for division impact on economic development.

Strategies:

- Establish advisor boards fro Business and Pre-Education Associate degree.
- Invite surrounding businesses to attend a “how can we service you” meeting with selected faculty.

Goal Four: Student Development. Provide learning experiences that will develop students to be life-long learners and contributing members of society.

Critical Success Factors:

- 75% of graduates surveyed, who transfer to other Oklahoma institutions, will indicate that OSU-Okmulgee arts and sciences courses provided them with the learning ability to succeed in upper division course work
- 90% of division syllabi emphasize student responsibility for learning
- 100% of division faculty use a variety of methodologies and activities to engage learners
- 15% increase in on-line courses

Objectives:

Objective 4.1: Emphasize the value of the extra-curriculum in building attitudes and skills necessary for success.

Strategies:

- Facilitate a faculty meeting discussion/presentation on the value of the extra-curriculum.
- Inform students of opportunities for growth by participating in campus activities and clubs.

Objective 4.2: Encourage faculty to help students become better learners as well as teaching them the subject matter in their classes.

Strategies:

- Promote a community of learners approach in appropriate classes.
- Provide opportunities for students to develop communication and leadership skills during learning activities.

Goal Five: Image Enhancement, Recruitment, and Retention. Enhance the reputation of the division and improve recruitment and retention.

Critical Success Factors:

- College Early Alert system used by all division faculty in the first two weeks of the semester
- Division recruitment and retention plan consistent with the campus plan
- Mid-term grades for all courses provided to campus advisors to aid in retention efforts

Objectives:

Objective 5.1: Ensure professional image in publicity, other written materials and personal contacts.

Strategies:

- Examine, evaluate, and revise all existing brochures, flyers, and letters.
- Develop an outline/talking paper to use for personal visits to principals/counselors in the surrounding area.
- Identify and publicize faculty, staff and student achievements.

Objective 5.2: Develop and implement a recruitment and retention plan that is consistent with a diverse student body.

Strategies:

- Develop a plan for reducing the number of students who drop out between semesters.
- Develop a plan for using the Early Alert System and mid-term grades in student retention.
- Identify, encourage, and assist students in applying for awards and other opportunities.
- Send letters to juniors/seniors and their parents in the surrounding schools.

Goal Six: Resource Stewardship. Improve the management of division physical, financial and human resources to provide an enhanced learning environment for students and faculty.

Critical Success Factors:

- 100% of the computers assigned to faculty will be sufficient to meet the needs of courses they are teaching and preparing to teach
- 10 % of the students enrolling in division distance learning courses or evening classes will be new to the campus
- 90% of faculty formerly teaching program-specific arts and sciences classes will state that student attendance and learning improved when classes were eliminated

Objectives:

Objective 6.1: Provide technology that is adequate or superior to the needs of students and faculty.

Strategies:

- Add one computer lab and upgrade existing labs.
- Provide 7 laptops for selected division faculty and upgrades for those teaching on-line courses.
- Annually assess student, staff, and faculty technology needs.

Objective 6.2: Meet student needs for alternate scheduling.

Strategies:

- Maintain evening hours for student computer labs.
- Increase the number of evening and/or distance education classes.

Objective 6.3: Increase recognition of faculty as valuable resources.

Strategies:

- Eliminate program specific arts and sciences classes.
- Increase role of faculty in professional development and division affairs.