

Summary of Recommendations/Suggestions/Commendations

- S-1 Suggestion:** It is suggested that the Institutional Effectiveness Plan provide for a longer-term, long-range planning process with an annual review. (1.4.dd)
- C-1 Commendation:** During Fall 2000, 85% of curriculum faculty were full-time employees, signifying Piedmont Community College's dedication to academic excellence. (1.4.jj, 4.8.3.a)
- C-2 Commendation:** Piedmont Community College received for fiscal year ending 1996, 1997, 1998, 1999 and 2000 a letter from State of North Carolina, Office of State Auditor with results that their tests disclosed no instances of noncompliance and no material weaknesses in internal control, which require disclosure under Government Auditing Standards. (Exhibit I-36): Management letters and Comprehensive Annual Financial Report. (1.4.oo)
- R-1 Recommendation:** It is recommended that the College define which programs of study must meet the six general competencies (3.1.2)
- R-2 Recommendation:** It is recommended that the Curriculum Committee review and better define the general competencies (3.1.2)
- R-3 Recommendation:** It is recommended that a review of each program be conducted to establish program compliance with the new general competencies (3.1.2)
- R-4 Recommendation:** It is recommended that, for each competency, an evaluation method be defined to prove whether the student met or did not meet the competency (3.1.2)
- S-2 Suggestion:** It is suggested that the College's web site be updated to provide evaluation results, to gather data through on-line surveys, and to provide survey results and general information to the College community and to the public (3.3.2)
- R-5 Recommendation:** It is recommended that a review of each program be conducted to establish program compliance with the new general competencies. (4.2.2.h)

- R-6 Recommendation:** It is recommended that for each competency an evaluation method be defined to prove whether the student met or did not meet the competency. (4.2.2.h)
- S-3 Suggestion:** It is suggested that courses designated as General Education courses be so noted in the General Catalog and Student Handbook. (4.2.2.e)
- S-4 Suggestion:** It is suggested that one calendar week of reflection for each hour of credit awarded be provided. (4.2.4.k)
- S-5 Suggestion:** It is suggested that the Publications Policy be updated to accurately reflect Piedmont Community College's current procedures for creating and distributing publications. (4.4.a)
- S-6 Suggestion:** It is suggested that a distance learning committee of faculty, students, and distance learning staff be established to provide the distance learning staff with feedback. (4.5.b)
- S-7 Suggestion:** It is suggested that a distance learning faculty and staff survey on methods to improve orientation be administered. (4.5.b)
- S-8 Suggestion:** It is suggested that PCC establish one central location for maintaining official student academic records for credit and non-credit courses. (4.7.b)
- S-9 Suggestion:** It is suggested that Continuing Education class records prior to 1985 be secured in a fireproof file cabinet or be stored electronically. (4.7.e)
- R-7 Recommendation:** It is recommended that all full-time and part-time faculty members teaching courses in professional, occupational and technical areas other than physical activities courses that are components of associate degree programs designed for college transfer, or from which substantial number of students transfer to senior institutions, have completed at least 18 graduate semester hours in the teaching discipline and hold at least a master's degree, or hold the minimum of the master's degree with a major in the teaching discipline. (4.8.2.1.d)
- R-8 Recommendation:** It is recommended that all faculty members who teach basic computation in non-degree occupational programs have a baccalaureate degree. (4.8.2.1.l)

- S-10 Suggestion:** It is suggested that the College continue to support the efforts of the Faculty Association and continue to work with legislators to improve faculty salaries statewide. (4.8.5.a)
- S-11 Suggestion:** It is suggested that the College update and more widely distribute to the faculty a *Faculty Handbook* that contains all policies regarding employment as established by the College. (4.8.6.e)
- S-12 Suggestion:** It is suggested that the College develop a method to determine instructional load that takes into account class contact hours, class size, delivery method, committee involvement, academic advising, club/organization advising, and external professional involvement. (4.8.9.d)
- C-3 Commendation:** The College has demonstrated support for the unique support needs of the distance learner by committing to a Distance Learning Counselor. (5.4.1.b)
- S-13 Suggestion:** It is suggested that the College make a greater effort to advertise the existence of the Distance Learning Counselor by including a direct link from the college web page, by publishing access numbers, and by inclusion in all distance learning publications. (5.4.1.b)
- S-14 Suggestion:** It is suggested that the College encourage each Program Advisory Committee to include a current student on the committee, and that the Advisory Committee Handbook be revised to include a current student member on each committee. (5.4.3.2.a)
- S-15 Suggestion:** It is suggested that the Student Government Association develop a formal system of communication to publicize on-campus activities, and that notice of all SGA activities be posted in a fashion whereby all students are aware of dates and times of activities. (5.4.3.2.b)
- S-16 Suggestion:** It is suggested that the Board of Trustees amend its Bylaws to eliminate the requirement of an annual Executive Session as such a session is not required in the GS115D-18, and that the Board of Trustees amend its Bylaws to include the scheduling of executive sessions as needed (6.1.2.e)

- R-9 Recommendation:** It is recommended that the duties of the President and each of the administrative officials who report directly to the President be published in the Piedmont Community College Fact Book (6.1.5.c)
- R-10 Recommendation:** It is recommended that all Piedmont Community College senior administrators be evaluated annually with written documentation. (6.1.5.e)
- S-17 Suggestion:** It is suggested that the Foundation Handbook include the current Mission Statement of the College and that it be an integral part of the overall goals and objectives of the Foundation. (6.2.0.b)
- R-11 Recommendation:** It is recommended that the Vice President, Administrative Services, conduct an annual review of the investment policy as required by PCC Policy Manual Section 3.9.4 (6.3.10.e)