

Orangeburg-Calhoun Technical College

QEP Title: "Learn It! Live It!" Ensuring the Workforce Readiness Skills and Behaviors of Today's and Tomorrow's Workers

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Orangeburg-Calhoun Technical College (OCtech) seeks to increase student learning by assisting students in the development and mastery of the workforce readiness skills necessary to achieve their academic and career goals. OCtech proposes a Quality Enhancement Plan (QEP) that will integrate and refine workforce readiness components that already exist in some technical programs with additional skills to establish a college-wide workforce readiness model and community certification program. "Learn It! Live It!" serves to improve student workforce readiness skills and behaviors by complementing each career and technical program's student learning outcomes (SLOs) with the capabilities that area employers deemed vital in the success of new employees. The QEP complements the OCtech mission *to provide relevant training and education in a flexible environment that promotes success and self-reliance for students, and fosters economic development for the region*, as well as the College's strategic plan goals and strategies. The QEP directly impacts *Strategy 1.12 - Foster the development of workforce and social skills needed for today's diverse workplace* and *Strategy 3.3 - Provide professional development focused on the environment needed to support student success* of the Strategic Plan. **The QEP seeks to have a minimum of 85% of OCtech technical program graduates achieve the following SLOs:**

1. Applied Communication Skills (written and verbal): <i>Technical program graduates will demonstrate competence in written/oral communication to collaborate/resolve problems in work-based scenarios.</i>
2. Technology Skills: <i>Technical program graduates will demonstrate competence in selecting, using, and applying technology concepts, systems, and operations to workforce-related tasks.</i>
3. Soft Skills: <i>Technical program graduates will demonstrate soft skills with a focus on punctuality, responsibility, and teamwork necessary to be successful in today's work environments.</i>

The QEP's goals are focused on improving critical workforce skills and behaviors, improving student persistence and retention, strengthening faculty's ability to teach/assess workforce readiness skills, and creating a community-wide workforce readiness recognition program.

Key Components of the Plan

1. Incorporate the QEP SLOs into all career and technical programs.
2. Complete an annual formative assessment of the QEP's progress in each technical program by assessing QEP SLOs in courses designated as progression courses.
3. Complete an annual summative assessment of QEP SLOs in program-designated capstone courses for each career and technical program.
4. Analyze and cross reference annual persistence, retention, and SLO data to make QEP revisions supported by data, as needed.
5. Incorporate the QEP SLOs into new student admissions, advising, and orientation processes for career and technical students, including coursework for College Skills.
6. Incorporate the QEP SLOs into ongoing technical program student advising by faculty.
7. Publish an annual impact analysis of program- and college-level QEP goals and SLO assessment results, and conduct constituent focus groups for suggested QEP revisions.
8. Provide technical faculty and staff with professional development to improve the support services, teaching, and assessment of QEP workforce readiness skills and behaviors.
9. Provide the technical faculty and staff with the necessary ongoing professional development to improve the support services, teaching and assessment of QEP workforce readiness skills and behaviors.
10. Implement a workforce readiness recognition program for technical program graduates and area employers.