



# EMPLOYABILITY

Skills for work, skills for life.

Gateway Community & Technical College

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Gateway Community & Technical College designed its Quality Enhancement Plan (QEP), *Employability: Skills for work, skills for life*, to develop and enhance students' employability skills. Gateway exists to inspire students through education to successfully champion the region's competitive workforce and improve students' quality of life. At the crux of this mission lies the intangible skills needed for students to create a better life: employability skills.

As Gateway began designing a QEP focused on employability skills, Kentucky's Council on Postsecondary Education (CPE) established the Kentucky Graduate Profile Academy. In alignment with the rest of the state, Gateway adopted CPE's *10 Essential Skills*, listed below. The essential skills are a culmination of those skills identified by the Association of American Colleges and Universities (AAC&U), the Quality Assurance (QA) Commons, and the National Association of Colleges and Employers (NACE), among others necessary for successful employability:

1. Communicate effectively
2. Think critically in order to solve problems and create new ideas and solutions
3. Apply quantitative reasoning skills to analyze and solve numerical problems
4. Interact effectively with people from diverse backgrounds
5. Adapt to changing circumstances while leading and supporting others
6. Perform professionally within their chosen field of study or occupation
7. Engage in civic life to improve society
8. Collaborate and work in teams
9. Apply academic knowledge, skills, and abilities to their chosen career
10. Use information for decision-making

Using these *10 Essential Skills*, Gateway's QEP Planning & Implementation Team extensively collaborated with key stakeholders to develop a project with the following student learning outcomes:

**Student Learning Outcome #1:** Students in the Business Administration: Management, Diesel Technology, Health Information Technology, and Utility Lineworker Programs will model their program's selected *Essential Skills* by completing in-curriculum employability assessments.

**Student Learning Outcome #2:** Students in the Business Administration: Management, Diesel Technology, Health Information Technology, and Utility Lineworker Programs will demonstrate application of their program's selected *Essential Skills* by meeting or exceeding expectations of employers during co-ops, internships, clinicals, and other Work-Based Learning experiences.

In support of these efforts, Gateway will launch a Professional Development series for the QEP Program Faculty teaching in the Business Administration: Management, Diesel Technology, Health Information Technology, and Utility Lineworker Programs. Faculty will discover and implement "high-impact practices" designed to enhance the employability skills of students in their programs.

Additionally, Gateway will utilize Handshake, a virtual platform designed to connect students and employers and to track students' career-related efforts. In Handshake, Gateway will establish an institution-wide process for tracking students' Work-Based Learning Experiences and their performances. Historically, Work-Based Learning Experiences have been inconsistently recorded throughout the institution.