
Ideas for Next Action Projects

Faculty and staff were asked to write their ideas for acting on projects that matter at Joliet Junior College. Faculty and staff wrote down "provocative propositions" to forward for consideration, along with reasons why. Individual tables then stated to the campus community the proposition and reasons for proposing it.

Our participation in AQIP requires the selection of 3 to 4 Action Projects that allow us, as an institution, to focus on what really matters most.

The campus community's ideas, listed below, will be used to formulate 3 to 4 Action Projects for Joliet Junior College to act on.

#	IDEA TITLE	PROPOSED PROVOCATIVE PROPOSITION	REASON FOR PROPOSAL
1	Valuing People - Communication	We recommend that the college set funding and resources aside helping all employees understand the "big picture" of the purpose and mission for the college.	Proper training to carry out this mission. An informed employee makes a satisfied customer.
2	Leading and Communicating	To develop a progressive disciplinary action plan to address behavior that is not in line with the college's core values.	Those behaviors not consistent w/the core values lead to inconsistent communication, lack of motivation, poor customer services, both internally and externally, and most importantly, this destroys the integrity of the foundation of the institution.
3	Valuing People	New jobs titles and job descriptions. More full time help so job retention is better or part time with some benefits.	We are hired off of a job description sheet, but we do not even do some the duties, depending on our job site.
4	Information Desk, Understanding student/stakeholder needs.	That JJC establish an information center where students and community can receive correct information in a timely manner and proceed with confidence in that the information given is accurate. This will eliminate uncertainty and build confidence in our commitment to education.	Students need and deserve a specific location to go for assistance and information.
5	One Stop Centralized Student Service Delivery	We propose a strategic relocation and combination of all student related administrative services to a well identified central location, requiring both agreement and collaboration of existing staff combined with sufficient capital expenditures to achieve these goals.	It is better customer service. More efficient use of space, staff time, and resources. It presents a more organized, efficient and positive image of JJC.
6	Valuing People	JJC takes an active role in the proper training and professional development/advancement of the entire college community.	We tend to become complacent; we need to continually strive to enhance our skills and broaden our knowledge.

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7	Part time Employee Benefits/Valuing People	We recommend the college offers partial benefits to part time employees. These should include: employee paid medical benefits, holiday and sick pay, as well as paid vacation based on longevity of employment.	Providing benefits would decrease employee absences and increase productivity. Paid time off would increase employee morale. Many part time employees do not have medical benefits, therefore, preventative healthcare is not being done at this time.
8	That the college offer more "general" classes during the "off-peak" times of 12-4 pm.	We have concluded that the college is under utilized by means of space allocation in the afternoon hours. It is very easy to walk through the campus in the afternoons and see employee classrooms and also see a lot of students crowded into halls and classrooms in the mornings.	
9	Valuing People	Investing in people at JJC: professional development (educational advancement for non-faculty members); trust; respect; motivation.	A good work environment would be advantageous to JJC employees, students, and the community.
10	Valuing People	We recommend an improved orientation, training, and professional development program for all employees. This would help to provide clear job responsibilities and accountability.	It will improve morale, productivity, motivation, and provide a healthy work environment which will benefit students, faculty, and staff.
11	Recognition and Rewards Process	An employee recognition and rewards process to establish a process for all levels of employees that recognizes and rewards innovative and performance improvement ideas and suggestions which includes a structural growth and continuing education format.	We have concluded that employee morale and motivation would be improved. Also, employee efficiency by increasing the developmental professionalism of staff.

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12	Valuing People	Revise allocation of money so everyone gets minimum level of certification before funds go to extra training, conferences, etc. We also need accountability of those who are trained to share knowledge acquired.	Present process is unfair and does not address needs of professionals who require repeated certifications.
13	Improvement of Customer Service	Name badges for all employees. Staff directory (who we are and what we do), Student Ambassadors (to assist in hallways w/directions and information).	It will improve the experience of the students and all entering the campus making it easier to locate departments and offices at JJC.
14	Development/Incentive Program for Part Time Employees	Propose that the college commit the financial and human resources to create an incentive and compensation program to retain and create loyal part time employees, creating a continuing education and lifelong learning opportunities and benefits which include health insurance buy-insurance, tuition incentives and other recognitions and compensations.	We have concluded that there is not a viable compensation or recognition incentive for part time employees who make up the highest of the JJC Community.
15	Provide Meaningful Web-based content to students, faculty, and staff.	That JJC improve it's web content by providing a central web access point for students to retrieve information relating the completion of online applications and forms. This information would augment that which they already receive via traditional campus offices.	We think the benefits to students includes not only the ability to perform these tasks 24 hours a day, but will further optimize the use of staff resources.
16	Valuing People	To do to others as you would have them do to you.	There will be a positive chain reaction of all people involved.
17	Leading and Communicating	We recommend the establishment of a nonmanagerial, nonadministrator representative body to identify, recommend and create standardized processes and procedures. This body will be actively involved in the planning and the decision making process of the college.	Too many decisions are being made without the foresite, input, and planning of the people involved in the daily process.

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18	Supporting Institutional Operations	That the college establish a permanent and on-going dialogue with the community to improve our image and bring to light the needs for maintenance and capital improvements.	Without buy-in from the community increases in the budget to increase classroom and office space, maintain and replace equipment, improve physical plant and continue to provide a quality education cannot be realized.
19	Leading and Communicating	Re-establish communications committee.	We want to assist those charged with communications to more effectively relay information to and access information from our various internal and external stakeholders.
20	Collection and Dissemination	Student driven survey. Several instruments that are targeted at specific needs with shared/common database.	Various department have different reporting needs. Having one source of information with sortable, searchable formatting is most ideal.
21	Centralize Student Assessment	Establish a centralized assessment department to evaluate all programs, credit and non-credit. All instruments used for measurement should be consistent and readily available to staff.	This would enable the college to improve course offerings and communicate w/past students in an effective manner.
22	Centralized Communication Across Campus	We recommend centralized method of obtaining and disseminating current and accurate information regarding college procedures and policies.	Without consistent centralized communication we are limited in providing "quality service" to the JJC community.
23	Improved Communication and Collaboration for increased funding	Increased communication and collaboration between the community college departments and external organizations business to obtain the resources to enhance learning by students.	The college is in need of additional resources due to decreased state and federal funding.

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24	JJC Extreme Makeover	Propose that JJC refocus funding and efforts to create a state of the art and culturally diverse extended campus community	Our growing and diverse population in our district deserves and requires these. We'll not only be the first community college and the first community college to close down.
25	Space Utilization	Better use of space and update infra-structure and athletics facilities.	Would generate income and community use and support. Would use our equipment instead of World Gym.
26	Institutional Support	To: a)improve the budget process, b) develop a long term plan to pass referenda for additional funds for budget and facilities, and c)implement an ID system for student, faculty and staff.	We do not have classrooms, facilities, infrastructure improvements, budget dollars to meet the needs of our growing student population and no means for assuring a uniform distribution of services.
27	Develop a consistent, inclusive, interactive resource planning process.	That the college develop a consistent, inclusive and interactive resource planning process.	We need to determine the most effective ways to apply our limited financial resources to meet the realities of a changing economy and population.
28	Increase Classroom Capacity	To expand classroom capacity and multiple sites, including North Campus, while ensuring the integrity of current academic programs.	We need to be responsive to the community demands and the physical supply needs of current programs that need updating and modernization.
29	Communicating the correct Information to Students	To have a Dean of Admissions/Enrollment Services serves as a leader in creating proper communication materials about the following procedures: admissions, student orientation, and registration procedures, and disseminate to two major populations: students and Faculty/Staff/Administration.	Our students are confused by the information they receive which greatly impacts the retention and success rates. Also, internal population consistently gives out conflicting information about the institution.

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30	Supporting Institutional Operations	Collaboration with faculty to stagger classes through out entire day to alleviate parking and classroom shortage.	Increased enrollment and for the growing needs of the future.
31	How to Improve Learning	Hire more full time faculty/reduce part time faculty.	In order to enhance student learning by reducing class size and teaching loads.
32	To learn and interact in a culturally diverse environment.	Retrain advising staff to support faculty perceived academic mission. Hiring of additional faculty to serve under-performing student populations.	We desperately need to.
33	Complete Last Two Phases of North Campus Construction	That JJC construct the other two buildings originally planned at North Campus.	There is urgent need for additional classes and services for students in the North Campus area.
34	New Student Profiles	New student profiles for all incoming students. These profiles should contain information that would benefit the students learning process.	We want to adapt the learning process to meet the educational needs of the students.
35	Assessment and improving	Students will demonstrate proficiency in the 3R's prior to selected career path programs via standardized assessments.	The community and society will benefit from well prepared contributive citizens.
36	Designated Horticulture Land Laboratory as an outdoor classroom.	A 4-5 acre irrigated laboratory necessary to accomplish that goal - specifically for the display and study of plant materials.	Destruction of previous laboratory.
37	To Centralize and Integrate Academic Student Support Services	Through short term activity goals to ward integrated/centralized services.	The services are fragmented, duplicated, and often presented inaccurately and incompletely.

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38	Revamp or eliminate Centennial Commons housing.	Amend/Abrogate CC Agreement.	Holistically is presently a negative rather than a positive to JJC.
39	Mastering of Skills	Funding and structure to support student mastery of skills and effective utilization of scarce resources. Funding to promote development of basic skills, critical thinking problem solving, and development of internships/service learning.	Will promote continuing education and skills for the workplace. Learning is a lifelong process.
40	Promote a Positive JJC Image	New student service center at front of campus.	More quality service to evening and satellite. Enhance the freshman welcoming orientation experience.
41	Mandatory Orientation Class	The development of a mandatory orientation class for all students, new full time.	Students need to be aware of opportunities and services to make informed decisions.
42	Student Forum	Student Hot Line/Forum	Need a voice because they are the consumer.
43	New Student Orientation	Provide resources to support a mandatory new student orientation that will provide program info, support areas that include language and skill assessments, clarification of occupational programs with discussion on various fields and necessary competencies to be successful.	We need prepared students with information and resources to navigate the system.
44	Centrally located Student Services Department.	Building a welcome Center near the main entrance.	Easy access - front door to the college.
45	Information Literacy Program	To enhance the mandatory student orientation that information literacy components be included as component of lifelong learning.	To navigate the information age, students need to learn how to acquire, access, and critically analyze information in a variety of formats.

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46	Teaching Students How to Learn	Any student with a "D" or "E" at midterm in a developmental math course will be required to enroll in a math study skills section.	These students do not understand how to study. Too much passive learning, not active.
47	Building Collaboration	The strengthening of job placement in all departments by improving student preparedness for real world job experiences through internships and apprenticeships.	Students need real world experiences to better prepare them for careers and the workforce.
48	Multi-Track / faceted Plan / Package for Students	The college commit financial or human resources to develop and expand the orientation process for students and develop a "path of excellence" to allow students to identify academic and occupational resources for each student.	Students are our priority. It will aid in retention, community awareness, image, meet mission.
49	Collaboration throughout the college	JJC develop a forum which will define the role of a college trustee as well as expectations of a trustee by the college community.	Collaborative working relationships.
50	Building Collaborative Relationships	Create interest based training and communication of staff who come in constant contact with students, staff, and committee members who can disseminate ideas and strategies learned in the training.	Such training would improve communication to avoid misunderstandings. Better trained staff would also decrease students frustration when they seek out information.
51	Campus Wide Open Communication	The creation of an open forum for communication between all areas of the college on an equal basis.	The school would then move forward with all departments and people together. Everyone understanding all the goals of the school and the methods to achieve them.

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52	Building Collaborative Relationships	That the college encourage the formation of a interdepartmental resource office or clearing house. That the college form a cross-disciplinary faculty journal. That the college develop a user friendly method for high schools to implement and maintain articulation agreements.	We have concluded that different departments have talents and recognize that would benefit others. We have concluded that the college heed a forum other than "Word Eater" for faculty and staff to express themselves. We have concluded that the current system for tracking articulation agreements with high schools is lacking.
53	Building Collaborative Relationships	Improve educational services and opportunities to the business, non-profit, and municipal agencies within the school district by improving internal and external communications.	We want to provide needed services to the community, improve the school's relationship and understanding of the business community that help students prepare for jobs.
54	Move from being overly administrated to being effectively managed.	Development of internal counselors and faculty, administrators, support and clerical staff to make recommendations for problem resolution.	Would result in more empowered people across the college and better solutions that all can buy into.
55	Be Successful in helping students train: Admissions / Placement / Registration	Improvements for the entire enrollment process by staff training and student standardization of procedures (available to students/faculty/staff) for registration and placement. Access to program and course information.	Will improve student retention, increase enrollment, and student satisfaction.
56	Increased Student Retention	That the college create, provide, and fund all necessary resources to improve retention, enhance student learning and increase course offerings.	We lack facilities, state of the art technology, and a sufficient number of classes in critically needed areas.

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57	Helping Students Learn	That the college commit the financial, technological, and human resources required to establish the school as the premier educational, intellectual, and cultural institution service our region.	Because we have concluded that what holds us back most is the perception of the institution as "just" a "junior" college.
58	Helping Students Learn	Implement a plan to help ensure high risk students success.	Too many students are unsuccessful and may find themselves unable to complete their education.