

8-Step Process Implementation/Improvement Plan (PIIP)

Electronic Form

Richland College employees use the **8-Step Process Implementation/Improvement Plan (PIIP)** to document implementation of new processes/programs and improvement of existing processes/programs.

32	PIIP Process Name: African-American/Black Studies Program
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	Step	Responsible Party	Check Status
P a r t 1	1. <i>Projected Completion Date:</i> September 2005		
	2. <i>State implementation/improvement need and identify its related Strategic Planning Priority.</i> Richland College is in an effort to develop African-American curricula in order to address student success, institutional effectiveness, employee success, and response to community.	Royce Murcherson	<input type="checkbox"/> In Progress
			<input checked="" type="checkbox"/> Complete
	3. <i>List owner(s) of new process/program or improvement:</i> Royce Murcherson, Committee Chair Joyce Williams, Eloise Pinckney, Carole Lester, Sub-Committee Chairs	Note: Leave blank	<input type="checkbox"/> In Progress
			<input checked="" type="checkbox"/> Complete
	4. <i>Identify root cause leading to this process implementation/improvement:</i> A necessity to encourage and develop cultural diversity	Note: Leave blank	<input type="checkbox"/> In Progress
			<input type="checkbox"/> Complete
	5. <i>Develop proposed solution, including measurement/evaluation plans and budget implications/business plan.</i> Design African-American/Black Studies Program that will be composed of curriculum development, marketing, financial aid sources, program benchmarking/evaluation, articulation agreements, and community involvement.		<input type="checkbox"/> In Progress
			<input checked="" type="checkbox"/> Complete

After you complete Part I, e-mail copies of this form to your dean or supervisor and to Fonda Vera, Institutional Research Office.

Date Submitted:
4/30/04
Updated :
10/20/04
Completed:
October 2005

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P a r t 2	<p><i>6. Describe implementation/pilot approach:</i></p> <p>Implementation will be through committee process. AABS team consists of three sub-committees: Curriculum, Marketing/Communications, and Program Effectiveness</p>		In Progress
			X Complete
	<p><i>7. Report outcomes related to measures identified in Step 4:</i></p> <p>The curriculum and marketing sub-committees have begun the process of establishing program requirements and communications vehicles for an Associate of Arts with emphasis in Black Studies.</p>		In Progress
			X Complete
	<p><i>8. Describe method(s) for disseminating results:</i></p> <p>Process and procedure for AA/BS will be documented within a program manual distributed and updated periodically. The program effectiveness sub-committee will be responsible for benchmarking the RLC Black Studies program against existing university and college programs. There will be on-going self-evaluation methods provided through our membership with the National Association of Ethnic Studies. Information produced will be communicated to the appropriate administrative personnel.</p>		In Progress
			X Complete
	<p><i>9. Evaluate and describe success of this process (Steps 1-8)</i></p> <p>To date, the implementation process is on schedule for the planned start date in Fall 2005.</p>		In Progress
			X Complete

After you complete Part 2, e-mail copies of this form to your dean or supervisor and to Fonda Vera, Institutional Research Office.

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