

# Section 1 and 3 - Analysis of Unit PIE & Updates on Goals



## PIE - Business Division Manager

**2020-21**

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**Division Mission Statement:** The mission of the Business Division is to provide quality instruction and to encourage and empower students to achieve their career and educational goals.

**Analysis of conditions and resulting plans, activities, resources, progress and critical decisions.:** OPERATIONS:

During the past year the Business Division had to continue working remotely due to the pandemic; however, the division was already able to affect a relatively seamless transition due to the high and effective use of technology for operational purposes. The Business Division already had a digital document retention system built along with online processes for submitting and processing documents. We were able to share our processes with other divisions such as Admissions & Records to assist them in transitioning online.

**SUCCESS & RETENTION:**

- Awards: Historically, the Business Division has always been the largest producer of programs completers and still is; however, 2020-21 witnessed an unprecedented 56% decline in overall completers in comparison to the prior year.
- Success & Retention: The success and retention rate for 2020-21 remained relatively the same with a difference of about 1 percent.

**COMPUTER LAB:**

The division implement a virtualization server prior to the pandemic to provide students access to college software and hardware remotely. We were able to scale our virtualization server to assist the other divisions as well. Software that was ineligible to be offered through virtualization was made accessible through the conversion of one of our computer classrooms to a computer farm.

**ENROLLMENT:**

Several of our disciplines saw an increase in enrollment during the pandemic and are requesting that we maintain the same level of offerings of courses online. There is a concern among some disciplines that enrollment will decline if programs are required to reduced fully online asynchronous courses and replace them with on-campus courses or online courses with synchronous meetings.

**CAREER PATHWAYS & HIGHSCHOOL ARTICULATION:**

- The articulation team has continued to evolve and adapt to new software.
- New resources were created to support our high school and adult education partners.
- There was increased participation by teachers and students during a difficult year.
- One team member (Veronica Davidson) was promoted to Project Expert II.

**CAFÉ 91:**

- 10 Culinary lab classes returned to campus for Spring 2021 semester.
- Created a social media presence for Culinary Arts via Instagram & Facebook accounts.
- Partnered with Broadcasting Services to produce 4 video demos for distance learning.

**CAREER EDUCATION (Strong WorkForce & Perkins)**

- Successfully transitioned both Perkins and SWP to remote processes.

- Transitioned SWP grant processes from the Grants Office to the Career Ed Office.
- Successfully closed 2017-2018 Local and Regional SWP projects in December 2020.
- Integrated NOVA Perkins V requirements into existing Perkins processes.
- Launched reconfigured Career Education web site for students in CE areas.
- Coordinated multiple SWP social media marketing projects for Aeronautics, Architecture, computer networking, electronics, industrial design engineering, manufacturing, Unmanned Aircraft Systems (UAS).
- Created and coordinated websites for online and hybrid CE programs with input from Marketing and the Online CE grant project.
- Completed applications for five regional SWP projects, two as co-lead.