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2022-2023

*STRATEGIC PLAN  
CLOSEOUT REPORT*

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*Prepared by the Office of Institutional Effectiveness*



*Ideal Saldi Hall*

**INNOVATION AT WORK!**

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## **Recommendation Results - 2021-2022**

The members of the Strategic Planning Committee provided recommendations based on their review of our first year Strategic Plan Closeout Report.

Here are the results, based on the recommendations:

- 56% increase overall in our Program Advisory Committee members in our program areas.
- Experiential learnings and community service projects grew exponentially over the past year, and we continue to seek ways for improved data collection.
- Applied for multiple grants regarding student holistic well-being and personal security.
- Professional Development for faculty and staff continues to increase
- Our programs are currently undergoing curriculum reviews by our Chief Academic Officer and our Vice President of Faculty & College Planning.
- The Committee agreed to continue following the recommendations from Middle States to track collegial advice. The follow-up is listed below.

### **Middle States (MSCHE)**

The Middle States Commission on Higher Education offered 23 items of collegial advice, 2 team recommendations, 0 requirements, and 3 shout-outs upon awarding of institutional accreditation in June 2021. While much of the collegial advice is ongoing, some items are already accomplished and will enter into the assessment cycle. First, the shout-outs. Financial Goal Analysis for Operational Budgets and Capital Budget summaries allows comparison of spending for each objective in a visually compelling and effective manner.

The President & CEO is extremely dedicated to her role in leading the College to meeting its mission. She leads by example and her passion for the success of students is evident. Faculty members are thoughtful about each other's curriculum and how their own teaching can contribute and connect across disciplines.

### **Collegial Advice**

- Formation of new articulation agreements with 4-year schools, Career Technology Centers and High School.
- Utilized a National Student Satisfaction survey to compare student support services to the national average (i.e. Ruffalo Noel-Levitz), which is on a 3-year cycle.
- A Shared Governance Plan was developed and implemented.
- Continue to leverage partnerships and collaboration with business and industry entities to provide students with experiential learning opportunities and support services for academic excellence.

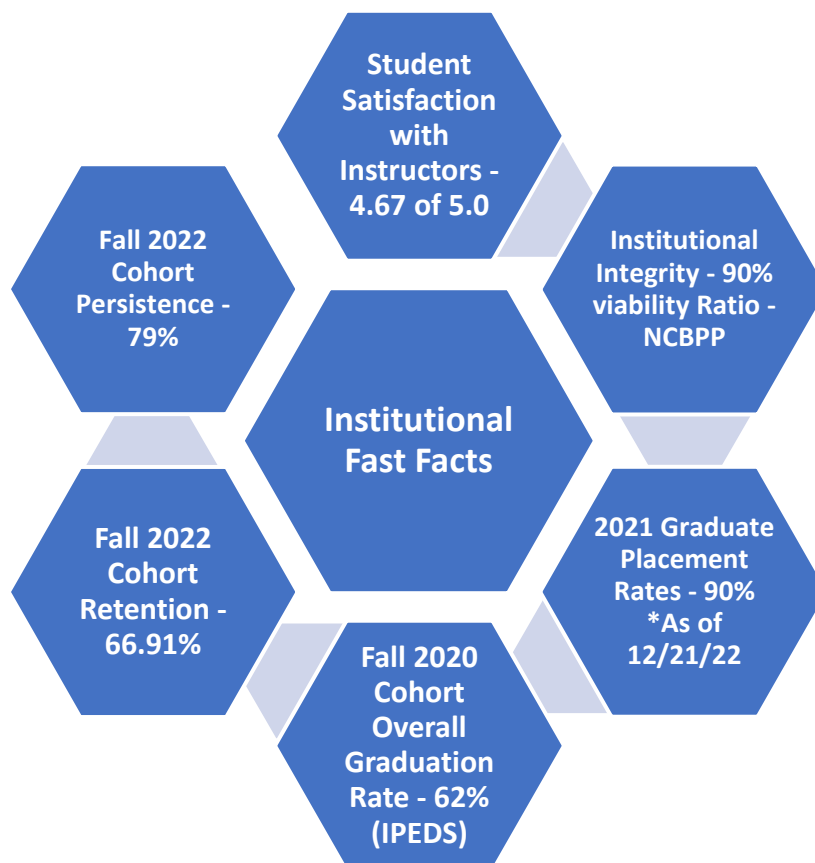
## New Recommendations – 2022-2023

The members of the Strategic Planning Committee provided new recommendations based on their review of our second year Strategic Plan Closeout Report.

The recommendations are as follows:

- Allocate resources for retention and persistence initiatives for both students and employees
- Emphasizing lower enrolled programs
- Continue to expand diversity in all aspects of the college from students to employees
- Evaluate the objectives and KPI's for relevance and validity for the next academic year

## Institutional Fast Facts



## **Innovation at Work!**

This plan demonstrates how Johnson College faculty, staff, industry partners, and stakeholders work together to ensure the success of our students. Our Mission and Vision remain embedded in our everyday processes.

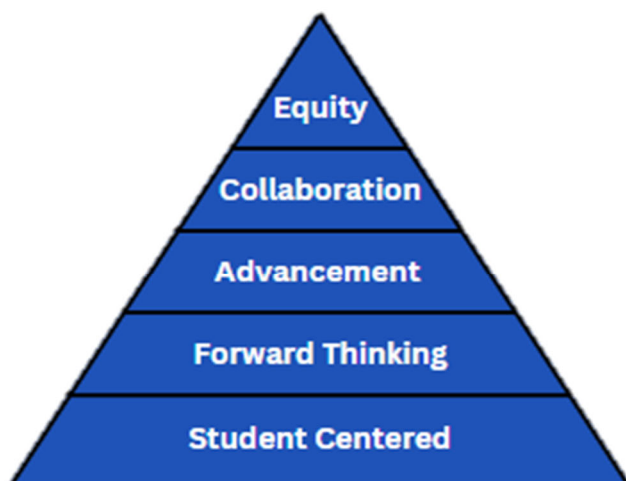
On the following pages we present a few highlights from each institutional goal, the progress we made, and how we did it. The team at Johnson College has been working steadily to push forward with the priorities of the college: strengthen *Academic Excellence*, expand *Diversity*, enhance the *Student Experience*, cultivate *Community Partnerships*, and ensure *Institutional Sustainability* by remaining focused on common goals and living our mission.

To learn more about the 2021-2026 strategic plan and its implementation team members, please visit: <https://johnson.edu/strategicplanning/>

### **Strategic Plan – Academic Year 2022-2023 Impact:**

- The construction of the Ideal Saldi Hall continued to make great strides towards completion, with an estimated completion date of December of 2023.
- Johnson College opened its first ever satellite campus located at the CANDO Training Center in Hazelton, PA, to address the demands of industry education in the area.
- Johnson College's new Aviation Technology Program, two-year Associate's Degree, will take on its first cohort in Fall 2023, and was awarded Certification in the Spring of 2023.
- The new Community Hub was opened, providing essential support services to the underserved students in our community to remove any barriers that our students may be facing, allowing them to focus on their educational goals.
- The Automotive Technology program successfully earned accreditation by the National Institute for Automotive Service Excellence (ASE) Education Foundation, and Heavy Equipment Technology was awarded AED Foundation accreditation.
- Our Readiness in Skilled Employment (RISE) program graduated our second class, with half of our students being placed in-field prior to graduation. This year was our largest class to date.
- The College had its highest enrollment in Fall 2022, with 275 incoming, a 6.6% increase over the prior year, and also the highest degree completion with 258 in Spring 2023, a 9.3% increase.

## Core Values



## How We Do It!

Academic Program and AES Unit assessments feed into the institutional assessment of the College's effectiveness at reaching its goals.

Key Performance Indicators (KPIs) were identified and will be tracked throughout the *Innovation at Work* five-year cycle to identify areas that need additional resources.

To support the plan, the budgeting process was adjusted to align annual and multi-year budgets to support appropriate resource allocation.



Goal I: Foster a culture of innovative instructional practices to enhance students' academic performance.



Goal II: Promote an inclusive environment to expand and support a diversified population.



Goal III: Integrate student support systems in a meaningful way to foster success.



Goal IV: Enhance industry and community relationships for the mutual benefit of students and the marketplace.



Goal V: Optimize resources to reflect our continued commitment to responsible growth

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## Our Institutional Goals

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## GOAL #1

Foster a culture of innovative instructional practices, meaningful assessment, and program alignment with emerging technologies.

### Progress

As we progressed in our second year of the strategic plan to maintain our academic excellence faculty and staff took advantage of advancing their education through the Tuition Reimbursement program, and over 30 professional development opportunities were made available for us to ensure that delivery and oversight of the learning experience remains current and up-to-date. A comprehensive review and plan was approved for the pay-scale to be aligned so that the compensation would be competitive in the market. This will be implemented in the upcoming year.

Many of our faculty took advantage of scholarly collaborations by attending conferences focusing on teaching, learning and assessment, while networking with faculty at other institutions. The faculty implemented flexible scheduling options, allowing our students to use the lab facilities outside of scheduled class time to practice their hands-on skills with supervision.

The following programs received Accreditation/Certification:

- Automotive Technology Program - National Institute for Automotive Service Excellence
- Heavy Equipment - AED Foundation
- Aviation Technology program - Certification through the Federal Aviation Administration

The Program Advisory Committee (PAC) members help faculty determine if curriculum is addressing industry needs. Last year, 34 recommendation were made throughout the programs, and 15 were implemented throughout the programs with success.

The Continuing Education (CE) department added new programs to enhance the student learning experience. CE successfully renewed training relationships with Simona America and Alleima (Sandvik), and also maintained relationships with Lackawanna Career Technology Center and clients of Wayne County CareerLink, and partnered with Ancora Education for CDL Driver Training.



## Goal #1

### How We Did It!

- 30 community service projects (400+ man-hours)
- 12 field trips/industry visits
- 37 guest speakers
- 17 service/experiential learnings opportunities (2,500 man-hours)
- Health Sciences (RAD, PTA VEN) combined 2,230 clinical hours
- 98 students took advantage of internship opportunities
- 3 students participated in industry immersion
- 2 Career Fairs with 80 industry partners and 557 students/alumni registered
- Industry Fast Track and Dual Enrollment increase from 38 to 57
- Two new Mobile Training Units for STEM program and Building & Trades
- Two off-site labs, one at Five Star and one at Simplex
- Pay-scale increase for Adjunct Instructors

Aviation  
Technology  
Program

***Fall 2023***  
***New Additions***

Hazleton/CAN DO  
Satellite Campus &  
Training Center

Industrial  
Technology  
Certificate

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## GOAL #2

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## DIVERSITY

Promote an inclusive environment to expand and support a diversified population

### Progress

Human Resources was able to expand recruitment strategies in the interest of hiring a diverse and inclusive workforce. We were able to further utilize some of our current strategies and resources over the past year.

Throughout the second year of our plan, our Diversity & Inclusion Committee was formed, comprised of a 12-person group of faculty and staff. The committee sponsored many events, such as Hispanic Heritage Celebration, Banned Books Week was displayed in to promote free speech and reject censorship, along with the 2<sup>nd</sup> Annual Johnson College Food and Supply Drive to donate to the NEPA Youth Shelter, an area agency that supports unhoused LGBTQIA+ youth. Additionally, supportive events Black History Month, Equal Pay Day, neurodiversity awareness, ADHD, Dyslexia, and Dyscalculia, and deaf and hard of hearing awareness, were also conducted. Native American Heritage Month was celebrated by attending numerous local events about the indigenous history of Northeastern Pennsylvania.



Faculty and staff attended a training organized by the committee, STEM Equity Initiative, which taught how to create and sustain equitable learning environments in our classrooms, offices, and common spaces. In Spring 2023, the committee began a long-term project to collect data on the college's Diversity & Inclusion efforts through assessments and surveys.

The Counseling and Disability Services department partnered with the Community Hub on campus to maintain the student food pantry, and became part of the Hunger Free Campus task force, in order to provide hot meals, on-campus food, and groceries to students dealing with food insecurity and also continued partnership with Friends of the Poor food pantry. Employees attended and participated in Safe Zone Training and Green Zone training to enhance knowledge and assist with inclusivity for students on campus.

In collaboration with the Preventative Education Consortium, Counseling and Disability Services hosted initiatives that focused on the dangers of drug usage, and coping mechanisms. Both events gathered together 70+ students.

The department continued to work with the Diversity & Inclusion Committee and hosted an event that focused on Neurodiversity and provided students with facts pertaining to Autism awareness, ADHD, and Dysgraphia.

## Goal #2

### **How We Did It!**

- PPL Foundation grant for the STEM outreach program to teach 75 high school students about renewable energy.
- CCM students created 60+ projects for their annual auction to benefit the Children's Advocacy Center.
- Veterinary Nursing Students held a Spay and Neuter Clinic for the low income underserved community funded by the Spitz Grant.
- Girls on Fire, a one-day STEM event designed for 6-9th grade student – 80 participants
- Women in Industry event – 37 participants
- PA Hunger-Free Campus for students with food insecurities.
- Juneteenth Block Party
- National Coming Out Day/Eradication of Poverty
- Wearing red in solidarity with women fighting for pay equality.
- College Relations added 3 media platforms for a total of 11.



#### **Ethnicity (Non-White)**

21-22: 16.80%

22-23: 18.54%

#### **Percent of age of 24+**

21-22: 18.22%

22-23: 14.5%

#### **Military/Veterans**

21-22: 4.26%

22-23: 5.80%

#### **Percent of Pell Recipients**

21-22: 36.57%

22-23: 48.20%

#### **Non-Traditional gender in programs**

21-22: 9.30%

22-23: 10.50%

## GOAL #3

## STUDENT EXPERIENCE

Integrate student support systems in a meaningful way to foster student success

### Progress

A new student portal was implemented providing students with the ability to track their classes, progress towards degree completion, and the ability to retrieve unofficial transcripts for their reference. Also added to the Learning Management System (D2L) was the Insights Portal to help monitor learning progress, and assist improving engagement.

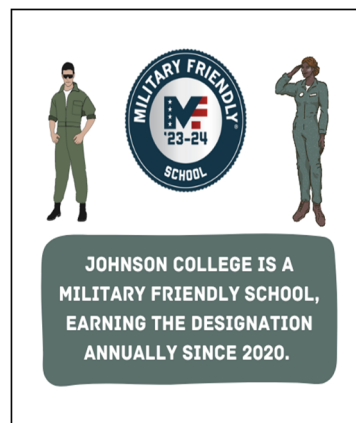
Incoming students are provided Desire2Learn (D2L) training prior to orientation. During the training sessions, students learn the various features of D2L, navigate through a training course, and practice the functions that will be required in their classes. 80% of students that participated in the training stated they were very confident in the usage of D2L.

To promote student success, two student Advisors were added for a total of four. The Advisors are assigned specific programs of study in assisting our student population. Tutoring options of in-person, Zoom, and the TutorMe, 141 students took advantage of these opportunities. Each program of study provided one day of open lab hours so that students may practice their hands-on skills and extra study time if needed.

The Office of Industry and Community Engagement (ICE) increased available resources and opportunities that improve the quality of life for students through campus projects, community involvement, and advocacy. Special Programs envision a future in which students receive all the supports and services they need to complete their academic goals and provide a brighter future for themselves and their families.

The Community Hub is located in the Moffat Student's Center and is available to help students with basic needs to be successful students. Any student, not just special program students, can reach out about housing insecurity, food insecurity, childcare, utilities, and transportation. This is not just in Lackawanna County but the surrounding six counties.

Johnson College is a proud member of the Military Friendly Schools list. At this year's commencement, 10 veterans successfully completing their degree program, and 23 veteran students received financial aid, to help cover the cost of their education and aid in their personal advancement.



Industry and community connections; creative flexible program offerings with essential hands-on skills

3 industry sites for the industry immersion labs, with individualized attention

### Goal #3

#### How We Did It!

- Faculty offered open labs for students to complete lab work, ask questions about course content, or for direct tutoring.
- Career Services collaborated with faculty to provide industry immersion opportunities to students
- 90% employment in-field placement
- 7 full-time faculty were added to staff.
- 98 students were assigned Internships throughout the year.
- D2L (Desire to Learn) trainings were held for students throughout the year, to aid with navigation in course materials.
- 94.49 % of students agree the Advising Department is knowledgeable of academic and graduation requirements.
- 100% of students are confident in our Learning Management System with the aid of training
- 95.83% of students are overall satisfied with Johnson College.
- Mix and Mingle for student/ Board of Directors interaction
- Curriculum maps are applied to Student Learning Outcomes
- The Community HUB
- A student representative was added to the Board of Directors



High school visits; college fairs and community events

Enrolled students from 40 different High Schools

25 students were served in the Community Hub – top assistance was for transportation, housing and food/child care

16 events held for students in 2022-2023

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## GOAL #4

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## COMMUNITY PARTNERSHIP

Enhance industry and community relationships for mutual benefit of students and the marketplace.

### Progress

Two Career Fairs were held, with a total of 160 employers that participated, which provided excellent networking opportunities for students, along with a chance to make connections with potential employers, mentors and peers.

With the construction of Ideal Saldi Hall, in collaboration with L.R. Costanzo Co. Inc., our students frequently visit construction sites and project managers visited classes and labs to explain progress of the construction site.

Experiential learning with industry partners is key for our students when it comes to advancing within their programs of study, for example, the completion of the ECHO project in collaboration with Simplex Homes, Lackawanna Area Agency on Aging, and NeighborWorks, providing affordable housing for older residents in Lackawanna County.

Dr. Katie Leonard, President & CEO, visited 24 industry sites throughout the year, including Lehigh Valley Health network, Fastenal, Hayden Power Group, Hershey and Tobyhanna Army Depot, just to name a few.

This year's annual Program Advisory Committee meeting was held, with an outstanding participation of 100+ attendees from various industry representatives. This meeting allows for partners to make recommendations based on current industry needs. A total of 53 recommendations will be explored over the next academic year.

The Tradesman's industry has been one of the fastest growing markets throughout the years. To help celebrate National Tradesman's day, the college invites local businesses on campus to expose students to various trade jobs in this week-long event.

The Office of Industry & Community Engagement strives to increase available resources and opportunities that improves the quality of life through campus projects, community involvement and advocacy.

To help expose students to individuals from the community to share their expertise and experience, the following events were provided:

- 30 community service projects
- 21 field trips
- 37 guest speakers

To help students feel empowered to use their knowledge and skills, 17 experiential learning opportunities were available. These opportunities provided students to challenge themselves by engaging with real-world issues while building their confidence to succeed.

The Health Sciences programs provided 2,200 clinical hours experiences to help prepare skills and help cement their knowledge.

#### Goal #4

##### **How We Did It!**

- Career Services developed and posted the Faculty Industry Form to better track industry-related activities
- Programs provided live lab, internship, and clinical opportunities for their students
- The industry immersion experience, recommended by the PACs, was successfully piloted with 3 students
- Continuing Education Department signed a training agreement with New York Career Link for an in-person auto class in Chester County
- 2 Career Fairs held with 250 attendees in Fall of 2022, and 307 in Spring of 2023
- 98 Internships in-field placement, which aids in on-site work experience in their specialized field of study
- CDL partnership with Ancora
- RISE mentoring program
- 2,200+ Clinical Hours



## GOAL #5

## INSTITUTIONAL SUSTAINABILITY

Ensure financial, human, physical, and technological resources are adequate to support our mission.

### Progress

The College brought in a Senior Governance Consultant to independently conduct the Board of Directors assessment for 2022-2023. The assessment was conducted online with follow up meetings creating an action plan for Dr. Katie and the Governance Committee of the Board of Directors. The scores reflected that the relationship between the Board of Directors and the College's President & CEO is a strong one with an overwhelming majority stating serving on this board is a rewarding and satisfying experience. The takeaways will be implemented in the 2023-2024 academic year and beyond.

Grants provide a valuable resource for the college to support projects or provide services. The college applied for more funding from grants than in previous years. We have received 34% more grant awards. During the 2<sup>nd</sup> year of our capital campaign we reached 138% of our goal of \$5,000,000 and are looking to conduct a major fundraising event in September 2023.

Johnson College was awarded a \$250,000 grant from the Moses Taylor Foundation to support the development of a new Biomedical Equipment Technology laboratory to be housed in the new campus gateway building, Ideal Saldi Hall.

In the initiative to enrich assessment practices in 2022-2023, an electronic process was implemented to aid in assessment of our General Education surveys. The electronic process now provides the ability to gauge results from proficiency to mastery level of General Education learning objectives.

The Office of Institutional Effectiveness (OIE) restructured the assessment survey participation process by creating an assessment calendar to prevent survey fatigue. OIE participated in the National Community College Benchmark Project (NCCBP), which is a nationwide effort to establish meaningful indicators of Institutional performances that are authentic to peer institutions.

The recent addition to the Learning Management Systems (D2L) of the Insights Portal Dashboard transforms data into interactive visualizations giving instructors the ability to review student performance and course highlights. This will help instructors identify at risk students, provide intervention if needed, and keep students on track.

In honor of Women's History Month, Johnson College's Special Programs Department hosted a Women in Industry event on-campus, with the theme of the event being women's entrepreneurship. The event supported the initiative and goals to provide networking opportunities with community women-owned businesses.

## Goal #5



### **How We Did It!**

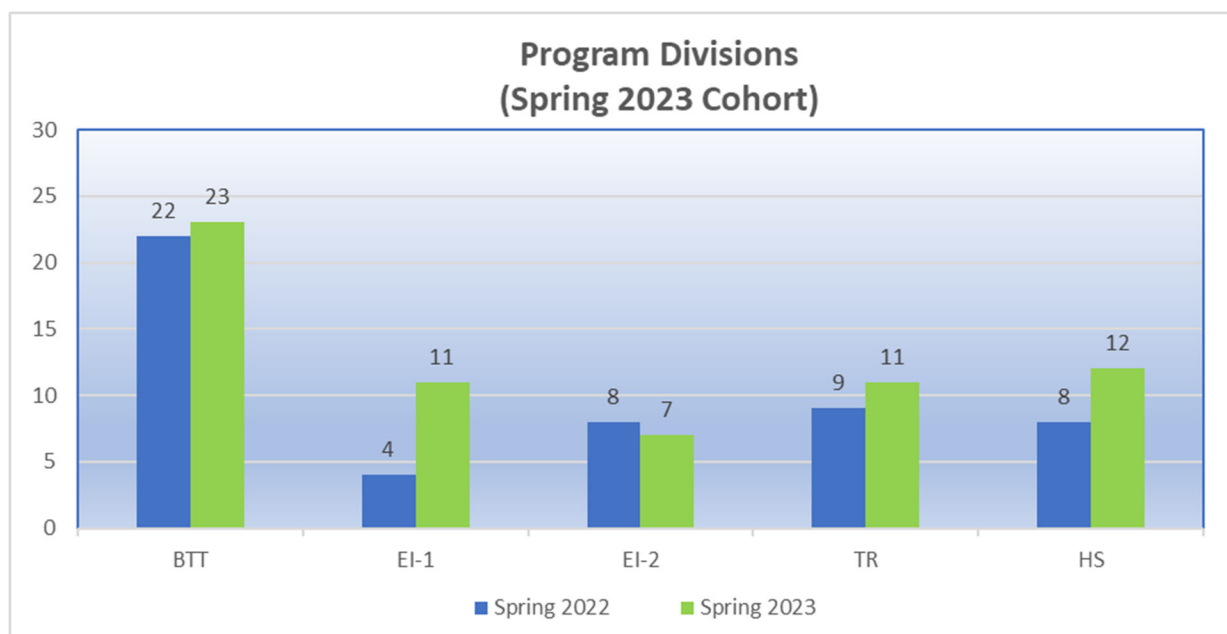
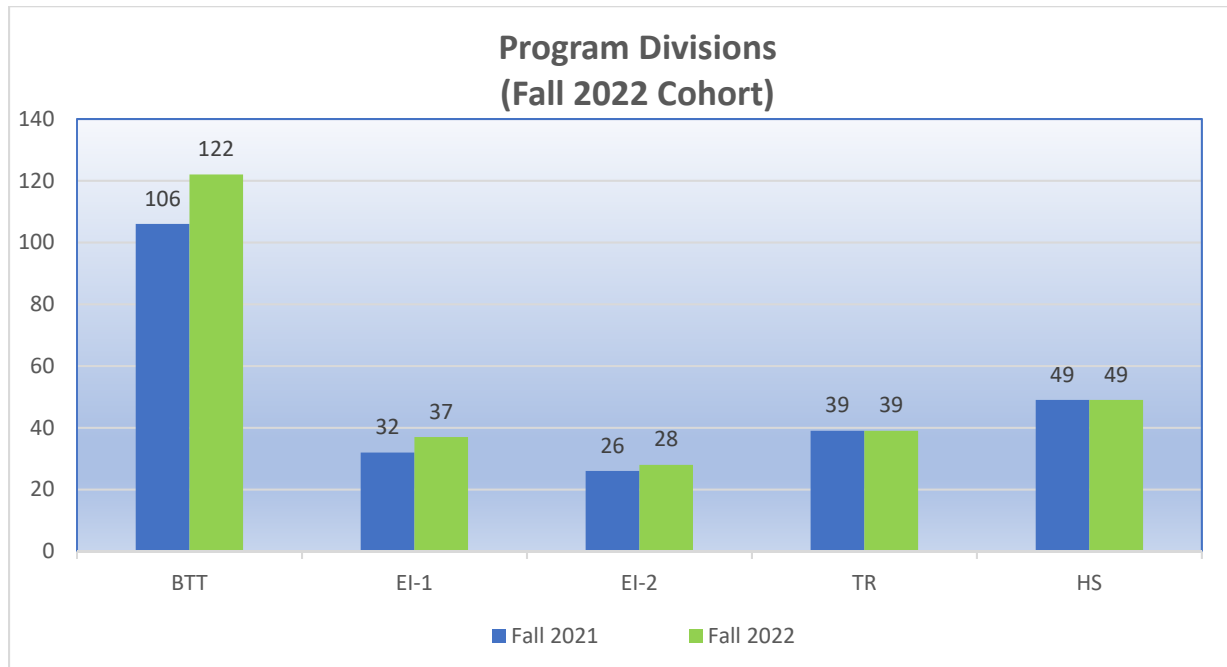
- The College received a \$12,000 Educational Improvement Tax Credit (EITC) Grant from People's Security Bank and Trust to support the college's Industry Fast Track (IFT) and dual Enrollment (DE) programs.
- The 30<sup>th</sup> Anniversary of the Annual Golf Tournament was held benefitting the College's Presidential Scholarship Fund, raising \$68,555, an increase of 45%.
- Progress on Capital Campaign - 138% of \$5,000,000 goal raised to date.
- Coordination and implementation of Fall Fest community event
- Total Grant revenue awarded - \$1,936,705
- Initiated the 1912 Legacy Society for structured planned giving.

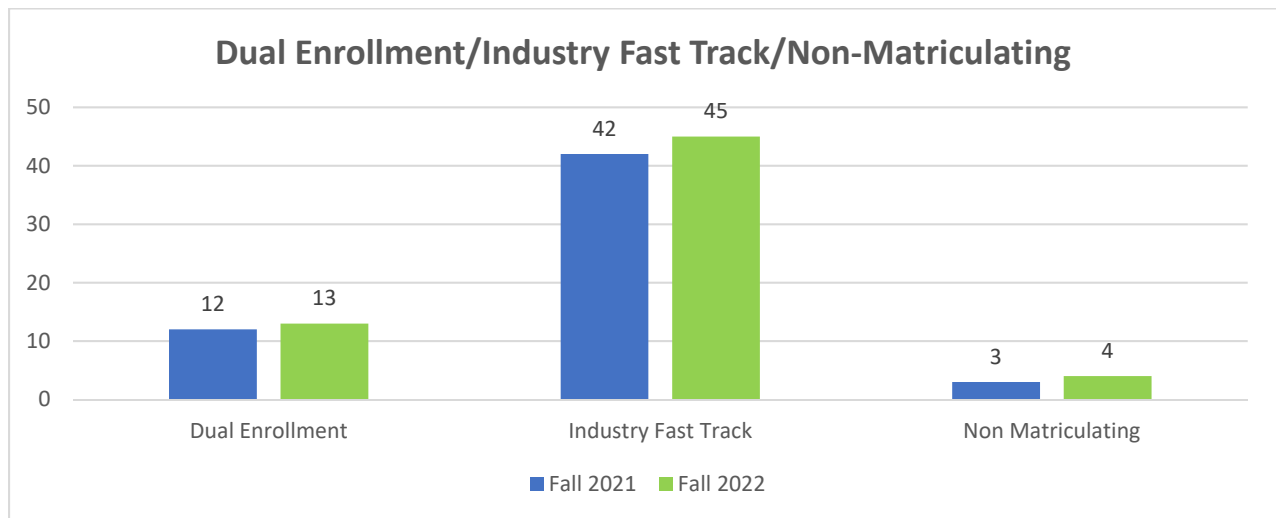


## How We Are Growing!

### Enrollment per Division

- BTT – Building Trades Technology (ADT, BPM, CCM, ECM, HVAC, CDT)
- EI-1 – Electrical & Industrial (AMT, WFT, WTC, IND)
- EI-2 – Electrical & Industrial (BET, CIT, EET)
- TR – Transportation (AUT, DTT, HET, DPM)
- HS - Health Sciences (PTA, RAD, VEN)





### Employment In-Field Placement: Class of 2021

The College tracks placement based on graduation date of student

- # of Graduates: 164
- Unavailable for employment: 1
- Further Education: 4
- In-Field/Using Skills: 123
- Out-of-Field/Unemployed: 13
- Unknown: 23
- Placement Rate: **90%**

## 2022-2023 Highlights

### Frances & Ideal Saldi Day

Members of the Johnson College community gathered for a landmark event to celebrate what will forever be known as Frances & Ideal Saldi Day, April 20<sup>th</sup> of every year, to honor the Saldis for their loyal and generous support of the College.

This year, Justin Marchuska, II '94, co-founder of Marchuska Brothers Construction, LLC spoke to members of our community, and shared stories about his experience as a Building Construction Technology students, and his professional career following graduation from the College.

Students enjoyed free “Saldi Sundaes” throughout the celebrated day on-campus.



### Summer Camps

Community Engagement kicked off 9 summer camps, 100+ students participated in the camps, which were located in 4 separate counties. The camps were supervised by professional adults, and provided youth development and personal growth by providing fun, safe educational/recreational programs and group activities.

## **Mobile Training Labs** – Building Trades Technology, STEM and Healthcare



Johnson College has been awarded two Area Development Grants from the Appalachian Regional Commission (ARC). These grants will support regional workforce training capabilities with campus-wide equipment upgrades and the development of two mobile training laboratories for STEM technology and Building Trades Technology. The grants total \$430,000 and include College matching funds of \$215,000.

The mobile laboratories include 35' trailers outfitted with student workstations and equipment for training in STEM and the building trades. Equipment is interchangeable and the laboratories will be configured as needed for hands-on education. While identical in the scope of flexible training

capabilities, both the first and second mobile laboratories will be deployed in two unique equipment configurations depending on the location and need for each. The cutting-edge mobile laboratories will serve Lackawanna, Luzerne, Monroe, Susquehanna and Wayne counties. They will help the college reach more students and industry partners in rural areas and provide access to education and jobs that may not have existed, or were more difficulty for them to previously obtain.

### **RISE: Readiness in Skilled Employment**

We graduated our second class of Readiness in Skilled Employment (RISE) students this year. Half of the graduates were placed in-field prior to graduation. This year was our largest class to date.

Funded by the William G. McGowan Charitable Fund, the support and services offered will provide enrolled participants the pathway necessary to earn a family-sustaining wage. RISE paves the way for individuals and their future generations to succeed.

Barriers that can impact your ability to succeed. RISE is committed to removing those barriers when it comes to earning an education. By providing pathways to earning a family-sustaining wage, RISE helps to break the cycle of poverty and paves the way for future generations to succeed.

### **Capital Campaign**

In the second year of our Capital Campaign, we are at approximately 138% of our goal.



## Faculty/Staff Climate Survey (External)

The employee culture survey was conducted in May 2023 by an external 3<sup>rd</sup> party group. The response rate was 65%. The categories of the survey were:

- Working at Johnson College
- Communication
- Leadership
- Rewards & Recognition
- Professional Growth
- Positive work environment relationships
- Diversity & Inclusion
- Safety & Security.

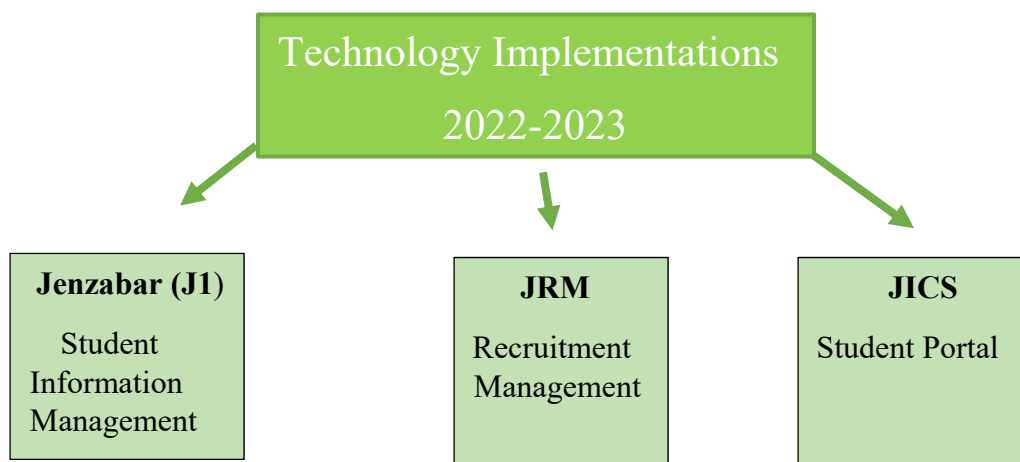
Employees scored positively on the following:

- Positive relationships with co-workers.
- Work life balance and flexibility offered to employees.
- Positive culture around diversity, inclusion and belonging on campus.

Employees scored negatively on the following:

- Pay structure and career advancement.
- Communication from leadership.
- Safety & Security

## New Technology



## Student Satisfaction

“Personally, the welding teachers have taught me everything possible about welding. We have done tons of work and testing to prepare us for working in either shops, fields, and anything welders would have to do” (Student comment – 2023 Assessment Day)

“The instructor was very engaged with us! Her feedback on our assignments was very helpful. She knew what she was doing and she was prepared every time.” (Student – Summer I 2023 course evaluation)

“One strength of this course was that it taught me things like time management. Another strength would be instructor outreach. The course also had very informational content that prepared me for the assignments I had to complete.” (Student – Intersession 2023 course evaluation)

Whether in a classroom, lab or on a job site, our instructors are inspired by what they see from their students.

**4.60** Average overall rating out of 5.0 on a satisfaction survey with course instructors.



“We established a relationship with Johnson College this year, and already hired 2 students full-time, and 2 pending an internship” (Employer - Fall 2022 Career Fair)

“I have hired 7 graduates of Johnson College and currently have 4 Students interns” (Employer - Spring 2023 Career Fair)

“I was surprised with how many employers were actually there, a lot more than expected.” (Student - Spring 2023 Career Fair)

94.56% of employers agree that recent Johnson College graduates are suitably prepared for the job they were hired for.

90.91% of employers rate the technical skills of Johnson College graduates as Excellent or Very Good

68.19% of recent Johnson College graduates make a starting salary of at least \$40,000 or more.

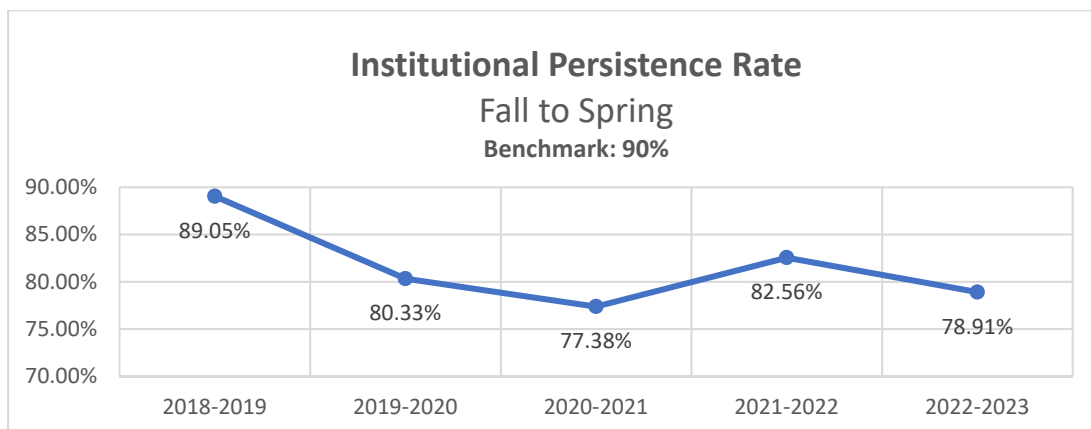
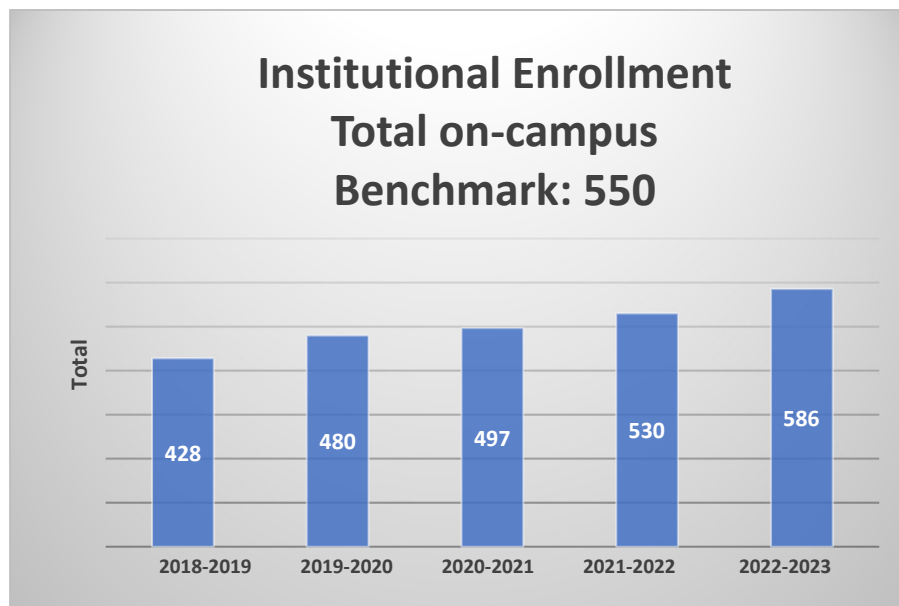
## Enrollment

The Enrollment Services department is committed to providing prospective students success through inclusive recruitment strategies, ethical enrollment practices, and collaborative campus partnerships focused on successfully preparing graduates to enter into or advance in their careers.

Fall 2022 enrolled 275 students, which there was an increase in the military population for the by 2.0%, and an increase in non-white enrollment by 1.74%. We enrolled students from 40 different high schools and 15 counties in Pennsylvania. 77.74% of the incoming class self-identified as male and 22.26% as female with 10.5% of the population studying in a non-traditional gender program. The average age of this cohort was 20.84 years old.

The college welcomed 275 new students in Fall 2022, and 64 new student in Spring 2023.

Enrollment has partnered with the Student Success and Financial Aid Departments to assist in preparing prospective students for the beginning of classes.



## Events 2022-2023

Many events were held throughout the year, such as:

- 30<sup>th</sup> Annual Golf Tournament - raising \$68,555
- Two Board of Directors/Student Mix & Mingle (Fall & Spring)
- Annual Student Scholarship Breakfast – 42 students awarded scholarships
- Alumni Association – Rail Riders game
- Alumni Association – Scranton/Wilkes-Barre Penguin's game
- Golden Alumni Reunion
- Fall Fest - open to the public with many vendors
- 3D Printing competition
- Skills USA



## Commencement

Johnson College held its commencement ceremony on campus for its largest graduating class to date. Johnson College conferred over 189 degrees to graduating students. Graduates were awarded Associate in Science degrees (A.S.), Associate of Applied Science degrees (A.A.S.), and Academic Certificates for their successful program completions. Dr. Katie Leonard, President and CEO of Johnson College with guest speakers, John W. Cosgrove, Chief Executive Officer of AllOne Foundation & Charities, and Matthew Michalek, VP of Operations at L.R. Costanzo, Co.



## **Appendix A – AES Unit Summaries and Highlights**

*Note: The following is a summary of each and AES Unit for 2022-2023. Full assessment documents are located in the Shares drive under the Assessment Folder.*

### **Administrative, Educational, and Student Support (AES) Units**

#### **Student-Facing Units**

AES Units at Johnson College that are student-facing units include the Advising Center, Career Services, Counseling & Disability Services, Financial Aid, the Registrar's Office, and Student Success.

#### **Student Success**

Under the department of Student Success, the Resource Center is one of the most heavily utilized spaces on campus and students learn quickly that this is the place to go for academic support. 93% of student agree or strongly agree that the Resource Center has the necessary resources they need for getting assistance. Staff are viewed as welcoming and extremely helpful.

The department continued to attract more students to its offerings than in previous years. Event participation in the Fall 2022 totaled 993 students. In the Spring 2023 semester, participation totaled 1377 students. 73% of students indicated via the Assessment Day survey that they were either Satisfied or Very Satisfied with the types of events offered. Additional leadership opportunities were provided with the efforts of a very active and engaged Student Government Association.

Additional training efforts on the Desire2Learn (D2L) Learning Management System were implemented in the Summer of 2022. All incoming students were required to participate in a D2L specific training prior to attending an orientation session. Students participated in a survey immediately following the training. 88% of students agreed or strongly agreed that they felt prepared for their online course, and 80% of students surveyed at week five of the semester indicated that they felt very confident using D2L.

The advising team had 94% percent of the student body advised prior to registration. This number was able to be reached by adding 1 additional Advisor, for a total of 4.

## **Career Services**

Career Services provides support and assistance for internships and employment opportunities; and to aid students in exploring career choices for students and alumni.

In an effort to best serve our students, in 2022-2023 we expanded to “Tradesperson Week,” as opposed to just a one-day event. We continue to partner with Academics with Industry Immersion, of which 2 new partners were established Bergey’s Automotive and Marshall Machinery. There was a 90% in-field employment rate, which has been consistent for 2020 and 2021. This year’s placement rate will be completed in December of 2023.

Two Career Fairs were held this year, one in the Fall semester and one in the Spring semester, with approximately 160 employers that participated. These fairs provide excellent networking opportunities for students, along with a chance to make connections with potential employers, mentors and peers.

Based on our employer surveys regarding Internships, 54.17% of employers recent Johnson College graduate hires participated in an internship at their company, with 68/18% of employers that were surveyed strongly agree they would hire another graduate from Johnson College, and 31.82% indicated they agree, as well.

## **Counseling & Disability Services**

Counseling and Disability Services promotes student wellness while enabling individuals to develop to their fullest potential by identifying and addressing barriers to personal and academic success. The office exercises reasonably good faith effort to coordinate accommodations designed to enable students with permanent or temporary disabilities to maximize their educational potential.

The Counseling and Disability Services department partnered with the Johnson College Community Hub on campus to maintain the student food pantry, which allows students struggling with food insecurities to have access to food options on campus and in the community. We also became part of the Hunger Free Campus task force to help students obtain resources in the community and on campus in regards to combatting food insecurities.

Counseling and Disability services became part of the Behavioral Concern Team on campus, which focuses on addressing issues that students may be facing. These concerns and issues are reported by staff and faculty to the behavioral concern team. We continue to achieve partnerships and collaborations among other local professionals and colleges to enhance services by utilizing best practices and to establish referral and resource information to all local students, such as The Friends of the Poor food pantry.

Counseling and Disability services continues to offer students extra assistance with time management, organizational skills, study skills, and other areas that may prove as a hurdle for them in their classes. This continues to be done through The Essential Support Series that is co-facilitated with academic advising.

This year we instituted digital forms for more efficient student access, and also explored adding a new counselor for support in the next academic year.

## **External Facing Units**

External facing Administrative, Educational and Support Services (AES) Units at Johnson College are those departments that primarily interact with external populations such as industry, the community, funding streams, prospective students, continuing education participants, and high schools. These units include College Advancement, Continuing Education, Enrollment Services, Industry & Community Engagement, and College Relations.

### **College Advancement**

The College Advancement Department continues to work through multiple phases of our five-year comprehensive capital campaign, *Innovation at Work*. Overall campaign planning, solicitation calls, and supporting printed materials have been developed and distributed.

The department secured several high dollar federal and state grants during this period resulting in new equipment, new programming, and student support.

In October of 2022, Johnson College was awarded a \$250,000 grant from the Moses Taylor Foundation to support the development of a new Biomedical Equipment Technology laboratory to be housed in the new campus gateway building, Ideal Saldi Hall.

From a grant perspective, the department has applied for significantly more funding from grants than in previous years. We have received 34% more grant awards (number of grants) than the previous year. We are currently at approximately 138% of our capital campaign goal of \$5,000,000 and are looking to conduct a major fundraising event in September 2023. Now that the department will be fully staffed, smooth operations are expected to resume with several large annual and new events being planned.

The 2022-2023 30<sup>th</sup> Annual Golf Open raised over \$68,000 for Presidential Scholarships. This was an increase of 45% over last year's event. We also received an award for College's first NSF grant and Appalachian Regional Commission grants supporting our Aviation Technology Program.

We also received a \$1,000,000 Pennsylvania RACP funding to support Woolworth Hall expansion and \$250,000 Moses Taylor Foundation grant to support new Biomedical Equipment Technology laboratory in Ideal Saldi Hall.

### **Continuing Education**

The Continuing Education courses are developed through collaboration with industry partners, and are often taught by industry professionals, and are then utilized and recognized by those industry partners. Continuing Education also includes pre-employment skills testing, and exclusive online courses offering certification classes for essential industries.

Continuing Education developed an annual schedule to showcase recurring class schedules to give foresight to strengthen marketing and planning. The website was updated to reflect more details of program offerings.

Programs that are offered are:

- Class A CDL Driver Training – Hazleton CAN Do training center
- Medical Assistant
- 285 Computer Numerical Control
- 510 Computer Numerical Control (Don's Machine Shop)
- Computer Support & Security Specialist
- Welding: Beginner through Advanced
- Earlbeck Welding Certification & Testing
- Northern Region Emissions Testing
- PA State Vehicle Safety Inspector
- OBDII Emissions Licensing
- Forklift Operator Training
- OSHA 10
- AutoCAD
- REVIT
- Online MRI and CT
- Basic Maintenance

Revenue for Continuing Education increased by 10%. Relationships were maintained with existing industry partners such as Simona America and Alleima (Sandvik), combined with a training relationship with Lackawanna Career Technology Center.

### **Enrollment Services**

A total of 275 new students enrolled for Fall 2022. We increased the military population for the incoming class by 2.0%, increased non-white enrollment in the incoming class by 1.74%, enrolled students from 40 different high schools, and enrolled students from 15 counties in Pennsylvania.

Enrollment Services partnered with the Student Success and Financial Aid Departments to assist in preparing prospective students for the beginning of classes through training on our Learning Management System (LMS) prior to orientation. Two Recruitment Advisors (RAs) were hired to accommodate the growth in enrollment services.

Enrollment completed the implementation of a new recruitment management system. Salesforce (JRM) in September of 2022. This new system provides prospective students the opportunity to have an application portal that tracks their progress through the enrollment process. Events are also located in a central location making it easier for prospective students to register and

participate. As we work through the glitches and learn how to efficiently navigate, it is becoming more familiar and easier to use.

Johnson College opened a satellite campus in the CAN DO Training Center, Hazleton, PA. This campus has triggered the Enrollment department to expand our recruitment territory and allowed our Recruitment Advisors to meet new faculty and staff at school districts we haven't contacted before.

Aviation Technology, was announced in March 2023 with enrollment beginning Fall 2023. The program specific labs will be held at the Wilkes Barre/Scranton International Airport.

To be more successful, the Enrollment team must continue to be flexible and adapt to the day-to-day changes. We will continue to have training and work sessions to become more proficient with JRM. The Enrollment Team will also participate in professional development sessions to improve our knowledge of the College, other departments, as well as the profession.

### **College Relations**

The College Relations department success is measured via the number of likes and shares on social media, the click-through rate on emails, and outside digital advertising. Success is also measured by increased registrations for campus events, enrollment inquiries, & requested campus visits.

A new Communications Manager was hired, which increased staff to two. The Communications Manager now oversees all college event planning, including graphics for on-campus offices, such as the Community Hub, and various campaigns held by the College Advancement department.

We saw increased cooperation with many departments on campus, specifically Enrollment and Career Services. Throughout 2022-2023 we focused on updating many of the program one-sheets and webpages to reflect the most data tied to our current programs.

We created new marketing materials using data collected to show students how they can attain a successful career in our new Aviation Technology program, such as career paths, salary expectations and job growth within the field.

An Alumni Spotlight video was posted on YouTube to provide information to our students on where our Alumni are employed, and how they have grown within their field upon graduation. Images of external communications were reviewed and revised by College Relations, including a Career Services information sheet, Industry experiences information sheet, as well as Scholarships available and proper steps to create and submit scholarship application.

College Relations focused on brand consistency, along with earlier collaboration between departments for events and special projects. In order to remain current with our efforts, a work study for the department would be helpful to lend a hand, with an increased budget to reach more households in the greater Hazleton area, our new satellite location, as well as to update marketing materials to be more consistent.

## **Industry and Community Engagement (ICE)**

The Office of Industry and Community Engagement strives to increase available resources and opportunities that improve the quality of life for students through campus projects, community involvement, and advocacy. With our dedicated staff members, we work with and develop internal special programs to envision a future in which students receive all the support and services they need to complete their academic goals and provide a brighter future for themselves and their families.

The Office of Industry and Community Engagement was built to demonstrate Johnson College's commitment to industry and community partners. All special programs and initiatives that have been developed and/or expanded fall under this office, specifically RISE, PETs, Wayne County Partnerships-USDA, After-school STEM, and Women in Industry.

As of Fall 2022, three districts participated in our "Girls on Fire" event, which is a unique one-day STEM event designed for 6-9th grade students to learn about career opportunities in non-traditional STEM fields.

Also held was a Women in Industry Initiative, conducted in conjunction with International Women's Day in March 2023. The event included tours of the Johnson College campus, presentations on various STEM-related programs, a keynote speaker, and hands-on activities in 3D printing, carpentry, and more. Students learned about mechatronics, computer science, HVAC-R, healthcare, and carpentry – all areas where women have a variety of opportunities for successful careers.

With regard to the new Community Hub, 25 students were served, with the top assistance for transportation, housing, and food/child care. The department has sufficient staff for the special programs, although the STEM programming does need one full-time staff member. The current Associate Director of Community Engagement is limited in his availability teaching PETs and after school STEM. If we truly wish to build an afterschool STEM program for Lackawanna County we will need more human capital.

## **Internal Facing Units**

Internal facing AES Units at Johnson College are those units with a primary function to develop and implement the policies and protocols dealing with College operations. These include Academics, Facilities, Faculty, Finance, Human Resources, Institutional Effectiveness, Network & Systems, and the Office of Online Learning, which has become a committee under the Academics umbrella.

### **Academics**

Chief Academic Officer (CAO) worked closely with the Vice President of Faculty and College Planning to complete the restructuring of the general education course offerings to provide greater flexibility for students to complete these requirements. In reviewing academic program curriculums, updates were made for Automotive Technology, Diesel Truck and Diesel

Preventative Maintenance Technology, Heavy Equipment Technology, Electronic Engineering Technology, Physical Therapist Assistant, Heating, Ventilation & Air Conditioning Technology, Electrical Construction Technology, and Building and Property Maintenance Technology.

In the academic year 2022-2023, 21 academic programs were offered, with 330 in-person lecture course sections, and 160 in-person lab course sections. The Offices of Academics and the Registrar 2022-2023 action plans enable the offices to continue work in these areas, as growth and/or expansion is needed to improve outcomes for our students. The CAO is working on an academic vision for the College, and both offices will play an important role in implementing the final vision.

The Office of Academics and the Registrar's Office need to have stability in their staffs for the next year in order for policies and procedures to be reviewed and best practices developed moving forward. Support from the CAO, Executive Council, and faculty are critical to the success of these offices implementing changes and best practices to help the College and our students succeed.

Johnson College accreditations received: ASE (Automotive), ADE (Heavy Equipment) and Aviation Certification (FAA), and ADDA Certification.

## **Facilities**

The facilities department provides a clean and safe environment for all student and staff at Johnson College. Past and current assessment statements and external tours of facilities show the high engagement of the facilities team and the leadership shared value.

Many facilities improvements were made in 2022-2023, such as our Veterinary Nursing Center, received upgraded heating and ventilation systems, insulated and drywalled the office space and restroom areas, and upgraded security and fire alarm systems. In our Moffat Student Center, we upgraded the gym heating, ventilation and air conditioning units, painted Student Success offices and veteran's area, and also upgraded security and fire alarm systems. Security and fire alarm systems were also upgraded in Woolworth Hall, President's Hall, Diesel Truck Center, and HVAC building. HVAC also received a large exhaust fan in the lab space to provide better ventilation for our staff and students.

All staff members are using a tracking system, and new hires are trained as needed. Facilities will work with the Human Resources department to expand the reach of potential staff applicants, increase the department's starting wage, and focus on retention and professional development.

Facilities will work with the Finance department and Executive Council to allocate the necessary financial resources to fund the department for its capital needs.

With regard to the Master Plan, Ideal Saldi Hall will be completed in December 2023; HVAC expansion is next on the plan, with a start date of November 2023, and completion of May 2024. We will be at 33% of our Master Plan by December 2023, and 66% by May 2024.

## **Faculty**

Every semester a course/instructor survey is available for students. The aggregate results from this past academic year were a 4.6 out of 5 on a Likert scale.

This area works hand and hand with the academic's department in curriculum, policies, accreditation, Learning Management System (D2L) oversight, and scheduling. The Associate Vice President of Faculty & College Planning and Faculty Chairs have direct oversight and collaborate with the Chief Academic Officer.

A 5-tier pay scale was implemented for the academic year for adjunct instructors. A revised pay scale was approved for implementation next academic year for full-time faculty. The pathway plan was complete and the first instructor took advantage of the retirement phase option of the plan.

There were two faculty members who were sent for additional training, and one faculty member who is continuing to work towards his degree and will finish this fall. More opportunities for faculty promotions was approved and will be implemented in the fall 2023. With 2 instructors resigning, there were 7 added instructors, and a few promotions for the upcoming year.

There were 23 professional developments offered to faculty over the course of two semesters. This is up from last year where 17 were offered.

Three industry sites for the industry immersion labs were used this academic year with great success, collaboration with the faculty chair and Career Services, and we will continue to increase offerings. Student opportunities included 28 Community services, 21 Industry Visits/field trips, 37 guest speakers and 17 Service/experiential learning.

We plan to continue to work with Office of the President to connect faculty with community partners for experiential learning and community service opportunities.

## **Finance**

The Finance Department is continuously improving trainings, communicating financial data to staff and faculty when requested, and completing a clean audit each year. In 2022-2023, the department sent out a Fall and a Spring Finance survey surrounding training on our new system. The Spring survey results showed that the additional training improved employees' understanding of the new Student Information System. We also received a clean audit for fiscal year ending June 30, 2022. Auditors determined that the financial statements "present fairly, in all material respects, the financial position of Johnson College".

As of June, \$204,440 was sent to Collections. This is an increase from the prior fiscal year's \$24,222. The department will set a new goal to collect more student payments earlier in the semester. A new information session will be held during Orientation to help students create a payment plan for their Education expenses.

The Finance Department strives to remain financially stable by increasing student billing transparency and increasing financial communications between staff/program departments and to continue to promptly and accurately record financial data with a clean audit.

To increase student billing transparency, Jenzabar will allow the department to show billing statements on students' portals with up-to-date/on-time information. The system can prompt students if they need to fill out financial aid information. Students will also be able to print their Form 1098T's online.

To increase financial communications between staff/program departments, Jenzabar will allow department budget managers to check their budget status at any point in time. Budget statuses will also include encumbrance expenses for those departments who submit multiple requisitions during the year.

## **Human Resources**

Human Resources continues to improve and implement a streamlined approach to the full life-cycle of the employee recruitment and onboarding process. Human Resources was able to expand recruitment strategies in the interest of hiring a diverse and inclusive workforce. The department was able to further utilize some of their current strategies and resources over the years and took a deeper dive into the capabilities of the platform, LinkedIn. With LinkedIn, the department learned better ways to use the system to their advantage. The department explored contacting applicants based on their field of work, specifically within the higher education industry and focused closely on applicants that had the skills and qualifications the college's open positions preferred and required. This was done by searching and filtering LinkedIn users by their job titles, skills, or company. The department continues improving the onboarding of new employees by working closely with the hiring managers to develop a plan for new hires within the first couple of days and weeks with the College. Some of the ways this has been done is by developing and utilizing a "Welcome email" to all new hires prior to their first day to breakdown any questions or details they might need to know or are wondering before they begin working for the College. In July 2022, the department launched an updated recognition "Years of Service" program to now include employees as soon as 1 year of employment, 3 years of employment and then the traditional 5-year, 10-year, 15 year, etc.

Also, in July 2022, a new pay scale was implemented for all adjunct instructors and lab assistants titled "Adjunct Advancement Program". This will ensure that our returning part-time instructors continue to be recognized and supported for all their hard work and dedication they provide to our students and Johnson College. The pay scale and program were developed through research and planning between Human Resources and the AVP of Faculty & College Planning.

In March 2023, the HR Director and AVP of Faculty & College Planning launched a new management training program for all managers titled "Leadership Series". The series will focus on different topic areas throughout the year on a quarterly basis. The first training provided an overview on Performance Evaluations. The series will continue into the next academic year with various topics to be covered including essential skills of communication, conflict management for leaders, and improving work habits.

In May 2023, the annual employee culture survey was administered this time by a 3rd party service.

The Department continued its successful Wellness series; employee activities including luncheons, volunteer opportunities, service awards and recognition lunch, Random Act of Kindness Day, Women's Appreciation week, promotion of Take your Daughters and Sons to Work Day;

maintained the popular Summer Office Hours and Hybrid Work Schedule options; several safety trainings to include; Fire Extinguisher Training, CPR Training, and Stop the Bleed training.

### **Office of Institutional Effectiveness (OIE)**

The Office of Institutional Effectiveness' part-time Analyst retired in early 2023. A new full-time was hired, and is a welcomed addition to the OIE department. To new staff member began to be cross-trained on all OIE responsibilities, which will be ongoing throughout the upcoming academic year.

The focus on correcting data due to the migration of data from an older system to our new implementation of our Jenzabar J1 student information system. Internal and external reporting was a manual challenge; however, we are very optimistic in our processes for the next academic year to improve efficiencies for the college.

The Director of OIE remained an active member and collaborated with our benchmarking company, NCCBP, and also participated in external AICUP meetings off campus for networking and to gain a better knowledge of what other institutions struggle with and excel with. The Director also continues to participate in any opportunities for professional development, and participation in all Jenzabar related trainings and best practices.

All external reporting was completed on-time and accurate, in collaboration with our Admissions department. We plan on continually working with Academics, Registrar and Enrollment

### **Network & Systems Administration**

The department has been very busy over the past year, the following are some of the highlights that were completed or implemented. An additional staff member will be added in the next academic year.

- Installed a campus-wide VoIP phone system by Zoom.
- Networked and setup a classroom site for the Aviation program at the WB/SCR airport location.
- Developed and installed a network and site technology at our Hazleton location.
- Developed and implemented an additional camera network to include areas of high risk for injury or equipment damage. Approximately thirty new cameras were installed in all of the "lab" areas.
- Reevaluated and added sections to the Johnson College Gramm-Leach-Bliley Act (GLBA) to meet changes in the new Federal Trade Commission (FTC) safeguard standards.
- Rebuilt the computer imaging process and server to make programming computers more efficient and useable at both the Scranton and Hazleton campus'.
- Developed a new campus backup method and service to meet the 3-2-1 system with installation of Datto. This method states you have three copies of your data (your production data and 2 backup copies) on two different media (disk/device/cloud) with one copy off-site for disaster recovery.

## **Appendix B Academic Program Division Summaries & Highlights**

### **Electronic & Industrial Division**

The Electronic & Industrial Division at Johnson College is composed of the following programs:

- Biomedical Equipment Technology (BET)
- Computer Information Technology (CIT)
- Electronic Engineering Technology (EET)
- Mechatronics Technology (MEC)
- Industrial Technology (Certificate) (IND)
- Advanced Manufacturing Technology (AMT)
- Welding Fabrication & Manufacturing Technology (WFT)
- Welding Technology Certificate (WTC)

BET, EET, AMT, and CIT programs offer interdisciplinary coursework to enhance student skillsets. EET and BET share a common first year of electronics courses and both incorporate a networking course from the CIT program. EET further incorporates the PLC Programmable Logic Controllers (PLC) and the Automation courses from the AMT program into its curriculum. The PLC course is also shared with the ECM program.

#### **Biomedical Equipment Technology (BET)**

The Biomedical Equipment Technology program sought to improve medical and test equipment inventory for student hands on experience by researching vendors and to order replacements for outdated equipment. The department spent 250,000 in grant money for equipment and test accessories, and used additional grant money to purchase equipment to network currently acquired equipment inventory. The goal was met and is ongoing for the upcoming academic year.

The department also investigated how equipment changes effect student assignments, and sought out to revise lab experiments to reflect equipment changes. Five labs were identified and changes were made to accommodate student hands-on learning.

Also, industry connections were used to enhance student experience, by reaching out to local facilities for field trip opportunities. There were two field trip opportunities for students to participate with in-service on sterilizers at the North East Surgery Center, tour of the new Lehigh Valley hospital.

A highlight was the opportunity to work with facilities on the design of the new Gateway Building where the program will be housed in the Fall of 2023. The configuration of the space allocated for the BET program in the new Ideal Saldi Hall will enhance student learning with hands-on labs with new equipment.

## **Computer Information Technology (CIT)**

In an effort to establish relationships with new industry partners and to work to make the Program Advisory Committee inclusive of varying aspects of the field, 3 new members from the software development industry were added to the PAC starting in Fall 2022. The committee now has a broader scope of experience which will enhance the CIT program.

As per D2I exam scores 85% of the freshman students achieved a passing score in CIT 185, TCP/IP Network Design Configuration and Maintenance. The current staffing is adequate to effectively serve the student population.

Achieved by adding new sub-netting problems from the first semester. While students are designing and building a network they see a reason to be able to sub-net. The recycling of unused and obsolete servers, as well as, the related equipment is complete.

Virtualizing the servers in the server labs is teaching students how to virtualize servers and saving the school funding for Server upgrades, electricity for servers, maintenance costs and network cables.

## **Engineering Technology (EET)**

A modification was made to include microprocessor programming, interfacing and troubleshooting, EET 165/166. It was added to the second half of the course to meet the sequential logic section of the curriculum.

Robotics II and PLCs II were developed to include EET students. A modified trainer was built for testing of coursework throughout the Summer of 2023. Final deployment will be in Spring 2024. Additional Programming practice will be added centered on program development from flowchart to program implementation.

Instructor ratings were all above 4.5. Program learning outcome ratings were 3.5 to 4.5. 4 out of 5 students participated in the internship opportunity. Final grades were 3 A's and 1 A-. The students were well prepared to enter into the field.

EET and MEC combined PAC members were in favor of the Capital Equipment items brought to them during the annual PAC meeting, Industrial Integrated Mechatronics Trainer Robotic Workcell, Laser Cutter and Laser sintered 3-D printer.

Although the number of students in the EET program has been low, the number of students using the lab equipment supported by the EET program has not been low. The programs using this equipment include BET, MEC, AMT and ECM (for PLCs). This means the actual number of students using this equipment is much larger than just the enrolled EET students. Equipment wear and supplies needed for these courses need to be considered in the budgeting process. This year's budget request has been increased for this reason.

## **Mechatronics Technology (MEC)**

The new Mechatronics Technology program prepares students for entry-level work in the multidisciplinary field of Mechatronics, which includes energy, plastics, computer and communications equipment manufacturing, and aerospace technology.

Mechatronic Technicians learn the theoretical principles and measured values required to troubleshoot electrical, electronic, and mechanical systems.

The capital request for the new Industrial Integrated Mechatronics Trainer Robotic Workcell is needed to meet these requirements and to provide certifications for our students in EET and MEC. This will also allow us to better equip the students leaving our programs and entering into the field of study.

## **Advanced Manufacturing Technology (AMT)**

The AMT department completed the organization of tooling and supplies on the floor, with the work being done throughout the academic year.

Several AMT graduates gained employment in new sites, and also re-established internship sites for students. There was 100% placement in the field for AMT graduates.

A group tour of Tobyhanna Army Depot was organized and collaborated with various other Program Directors, which resulted in a high student satisfaction rate. This tour provided our students the opportunity to view on-site working opportunities available.

The department continuously reviews the curriculum through internship feedback from employers, and PAC member recommendations.

## **Welding Fabrication & Manufacturing Technology (WFT)**

### **Welding Technology Certificate (WTC)**

Curricular updates of Program Learning Outcomes completed the multi-year process for implementation of the two-year Welding Fabrication & Manufacturing Technology degree in Fall 2022. The program was built to incorporate the top trends in the field including fabrication and pipe welding, both prevalent in the geographic area and which require additional tooling.

The Program Director for these programs is a Certified Welding Educator, and a Certified Welding Inspector. The program seeks to increase awareness of opportunities for Industry Fast-Track and Dual Enrollment students, and RISE students.

ART 105 is a challenging course for students. Instruction presentation has been revised to allow a better assessment of blueprint, cutting and welding in the final project. PAC members provided recommendations for equipment, however, due to physical space limitations, this was not attainable, and will be worked into the 3-5 year plan.

Professional Development training was provided to the welding instructors to keep credentials up-to-date.

## **Building Trades & Technology Division**

Building Trades & Technology Division at Johnson College is composed of the following:

- Architectural Drafting & Design Technology (ADT)
- Carpentry & Cabinetmaking Technology (CCM)
- Electrical Construction & Maintenance Technology (ECT)
- Heating Ventilation & Air Conditioning Technology (HVAC)
- Building & Property Maintenance (BPM)
- Civil Design Technology (CDT)

The Division offers many interdisciplinary courses both within the division and across the College.

### **Architectural Drafting & Design Technology (ADT)**

The scope and sequence for the ADT program was modified to move SCI 160 (Statics and Strengths of Materials) to the third semester, rather than the second semester, ensuring that students learn the necessary MAT 110 (Trigonometry) skills for success in the course. The ADT program also added a new class (Architectural History) to be included as a core class, offered in the 4<sup>th</sup> semester of the sequence. This class has been added to increase the credit load for the program and also to expose students to more design related learning.

The ADT program implemented 3-D printing into the curriculum. With the ADDA program certification, we can distribute our curriculum based on high standards.

The department, in conjunction with others in the Building and Trades Technology Division, completed several community projects, ranging from the ECHO homes at Simplex (Tiny houses for elderly Pennsylvania Residents), the construction of the 5-Star Classroom, the remodel of the bathroom in the College's Veterinary Nursing building, and the Annual Auction, as well as the preliminary drawings of the new Olyphant Police Training Center.

Additional screens were added to provide dual screens for students per the PAC recommendations to meet industry standards.

### **Carpentry & Cabinetmaking Technology (CCM)**

The CCM Annual Auction was very successful, with 60+ items successfully purchased. Students outdid themselves this year.

Through Perkins, CCM requisitioned a new radial arm saw and a new drill press to better enhance student learning. The department will continue to assess tools and equipment for the upcoming academic year.

CCM students received an 85% or higher on reading a tape measure; 100% of the ECT students passed the code interpretation lecture as well as all 64 students met the benchmark for the industrial motors and controls course.

The majority of CCM students met the objective of identifying various types of cabinetmaking hardware. Safety is included on every lab, and the first week of every lecture. In lab we hit this the hardest on week 1. As a group we show safety videos, and demonstrate proper tool usage of the tools that will be utilized over the 15 weeks of the lab. A brief safety talk also begins each lab to insure everyone is wearing proper PPE for the lab.

Lighting in the CCM lab space has new LED lighting, which is a great upgrade to the area. We continue working towards securing more lab space and exploring hiring full time instructors to aid in our student success as enrollment grows.

### **Electrical Construction & Maintenance Technology (ECT)**

The program name was officially changed to Electrical Construction Technology. This change was supported by PAC members and college administration.

100% of the ECT students passed the code interpretation lecture as well as all 64 students met the benchmark for the industrial motors and controls course.

A curriculum change was proposed to remove ECT 161/162 and replacing it with BTT 105/106 and BTT 151/152. Our PAC committee members were in full support of this change. As a result, the BPM students will get the two separate courses involving electricity.

Safety is included on every ECT lab, and the first week of every lecture. As a group we go over the need to assume all electrical components are live until proven otherwise, we show safety videos, and demonstrate proper tool usage of the tools that will be utilized over the 15 weeks of the lab. A brief safety talk also begins each lab to insure everyone is wearing proper PPE for the lab. The ECT department is happy to report there have been no recorded injuries in this course.

Community outreach and engagement in projects also highlight the ECT program. Students worked on the Building Trades & Technology Division ECHO project – Tiny Homes project for Lackawanna and Luzerne counties, the construction of the 5-Star Classroom, remodel of the bathroom in the VET building, installation of new garage door and siding on the maintenance shed. The Building & Trades Technology Division plans to continue to find and complete community projects across all disciplines.

A full-time faculty member was added, for a total of 3 instructors, along with 2 lab assistants. Off-campus labs at Simplex were used to accommodate increased enrollment over the past two years.

### **Heating Ventilation & Air Conditioning Technology (HVAC)**

The HVAC program welcomed roughly 34 freshman students into the program in Fall 2022. Total enrollment as well as freshman enrollment is steadily increasing. HVAC also showed an 83.87% persistence rate (Fall to Spring returns). The Fall 2022 cohort was an all-male population.

Some curriculum adjustments were made where HAC289 and HAC 290 courses were merged into one course, and HAC 290 increased from three credits to four. A second level program specific course is now running in the HVAC students' fourth semester.

23 of 30 HVAC students scored above an 80% on the tool assessment for HAC189, with 21 of 32 students scoring above an 80% on the Assessment 3 for BTT 152. Instructors will look for ways to take students on a fieldtrip to a cabinetmaking facility so they can see the items and how they are installed. HAC189/190 is the only refrigeration course the program offers, which entails everything from installing gauges and basic recovery/charging to troubleshooting in depth icemakers. We will propose a second level mechanical course and replace one of the BTT electives.

### **Building & Property Maintenance (Certificate) (BPM)**

BPM will revise the grading rubric to allow for more information on the task at hand. The department proposed changing the curriculum by removing ECT 161/162 and replacing it with BTT 105/106 and BTT 151/152, and our Program Advisory Committee members supported this change. As a result, the BPM students will get the two separate courses involving electricity.

BPM is now offered at our new satellite CAN DO Hazleton Training Center in Fall 2023. The one-year certificate program prepares students to perform general maintenance and upkeep on buildings and properties.

## **Transportation Division**

The Transportation Division at Johnson College is composed of the following:

- Automotive Technology (AUT)
- Diesel Truck Technology (DTT)
- Heavy Equipment Technology (HET)
- Diesel Preventative Maintenance Technician (DPMT)

All four programs share interdisciplinary core coursework and labs for the first and second semesters.

### **Automotive Technology (AUT)**

The Automotive Technology program received reaccreditation by the ASE Education Foundation, formerly known as NATEF, and the National Institute for Automotive Service Excellence (ASE). The program has been reaccredited in the following areas: Engine Repair; Automatic Transmission/Transaxle; Manual Transmission and Drive Axles; Suspension and Steering; Brakes; Electrical/Electronic Systems; Heating and Air Conditioning; Engine Performance.

Automotive Technology manufacturing offers specific training available to students at Ford, Audi, Toyota, and General Motors. Our program instructors and the ASE Education Foundation, Johnson College can more successfully bridge the gap between the needs of industry and classroom training to assure that students enter the workforce as well-prepared technicians.

The PMSRA, Pocono Mountain Street Rod Association donated \$2,000 for the annual Scholarship, and Gibbons Ford (Tasca) donated \$10,000 to the *Innovation at Work* Campaign, and invited Automotive students to participate in live program labs at their Dealership.

### **Diesel Truck Technology/Diesel Preventative Maintenance Technician (DTT)**

The DTT program is shared coursework with Heavy Equipment Technology. The program seeks for a new truck for hands-on student experience to keep up with every changing industry standards, especially with regard to computerizations within truck technology.

DTT, in conjunction with the Automotive Technology program, would like to procure Mitchell 1: Automotive Repair Software & Repair Shop Solutions for the next academic year.

The program continues to follow PAC recommendations, and plans on focusing on more data-driven decisions with regard to performance and testing of students.

### **Heavy Equipment Technology (HET)**

The HET program was evaluated and received Associated Equipment Dealers Certification (AED). HET worked with the Chief Academic Officer and the Vice President of Faculty & College Planning assessing courses after a complete cycle of students went through curriculum using AED recommendations to aid in the process.

HET continues to hold classes and labs at Five Star Equipment. A new text book was reviewed and will be introduced in Fall 2023 along with task sheets.

The program was able to purchase a hydraulic thumb, plane tar gear set trainer and various other equipment upgrades. We are exploring a steering and hydrostatic trainer.

## **Health and Animal Sciences Division**

The Health Sciences Division at Johnson College is composed of the following:

- Physical Therapist Assistant (PTA)
- Radiologic Technology (RAD).

PTA is programmatically accredited by the Commission on Accreditation in Physical Therapy Education (CAPTE)

RAD is programmatically accredited by the Joint Review Committee on Education in Radiologic Technology (JRCERT).

### **Physical Therapist Assistant (PTA)**

The Curriculum Committee approved a change in PTA 103 removed pre-requisites to allow for this course to be offered in both Semester 1 and Semester 3, allowing incoming freshman to have a PTA related course and feel more part of the program.

PTA Faculty volunteered at the Connell Park Healthy Village Fair with the Healthcare RV. Six students and one faculty member completed CPR training. PTA students participated in many events throughout the academic year such as the live aquatics lab at St. Joseph's Center, Wayne Memorial Hospital Parkinson's Support Group and Wayne Memorial Hospital Stroke Support Group.

All faculty are in compliance with PA PT/PTA license, and also completed required CEUs for licensure renewal in Fall 2022. The program plans to continue to utilize 2 faculty in all labs for learning and efficiency of completion of skills checklists. PTA continued partnership with the University of Scranton DPT students to tutor PTA students. PTA Fall 2022 cohort had a 1<sup>st</sup> time NPTE board pass rate of 83%.

### **Radiologic Technology (RAD)**

The department began to follow the new JRCERT Standards at the beginning of 2022. Newsletters are being sent to off-campus clinical preceptors 3 to 5 times during the semester which helped to improve the communication between the Clinical Preceptors and those in the clinical sites working with our students.

The results of the HESI test which is given in the last semester provide insight to the Board Exam. The scores from the 2023 HESI exam meet the National Average and of the four who did not pass on the first attempt improved their scores with the remediation that HESI provides along with faculty.

To increase teamwork amongst healthcare professionals, RAD is working with the Biomedical department on quality assessment labs and PTA on Body mechanics in patient care. 92% of the second-years students have taken or received a job offer prior to graduation, and four second-year students were student technologist in the Geisinger system prior to graduation.

The RAD program is exploring expanding clinical sites within the Lehigh Valley Network and with multiple hospitals in Wilkes-Barre area. The program is working on securing grants in order to receive possibly a new mobile unit or examination table for the RAD lab to remain current in industry.

The program utilizes peer and professional tutors to help with student retention and persistence.

## **Animal Science Division**

### **Veterinary Nursing (VEN)**

The Veterinary Nursing program is accredited by the American Veterinary Medical Association (AVMA-CVTEA) as a program for educating veterinary technicians.

The Vet Nursing program purchased an autoclave and heated surgical table to emulate industry standards. The program was awarded \$2,500 Spitz grant from the Robert H. Spitz Foundation to subsidize spay and neuter surgeries, as well as vaccines for low income pet owners in the community.

Two Certified Veterinary Technicians from the program attended the AVTE Conference this year, learning new teaching ideas to implement. Instructors attended the PVMA Spring Conference (license CE). The program intends on budgeting to attend additional conferences.

The Student Chapter of the National Association of Veterinary Technicians Association (SCNAVTA) raised \$1,000 for the (Northeastern Pennsylvania) NEPA Pet Fund and Rescue, and the SPCA of Luzerne County.

VEN continues to budget for purchase of HESI exam through Elsevier to evaluate areas of weakness within domains to enhance courses.

The students did various community/service learning projects throughout the year, along with completing clinical rotations 2 days per week in the clinic on campus to expose students to real hands on experiences.

The program utilizes peer and professional tutors to help with student retention and persistence.

### **General Education Division (GE)**

General Education courses continued to run well with the instructional faculty in place.

General Education is now listed in the catalog as core career curriculum courses; curriculum for these courses remains the same as when they were categorized as General Education. The name change was in an effort to show the importance of General Education to our students.

The General Education survey was instituted to the Freshman and Seniors and is still in the process of analysis. This process is being explored to become a digital process. Professional Education development was made available to all General Education adjuncts.

Additional science courses are being evaluated to be implemented for electives to give more relevance and flexibility to students.