



Program Outcomes

Follow-Up Plan

Mission Statement:

The mission of Manatee Technical College is to produce highly skilled individuals and resourceful leaders through collaborative education to meet the ever-changing needs of our communities and the workforce.

Vision Statement:

The vision of Manatee Technical College is to be recognized as a leader in transforming people's lives through quality education.



Placement and Follow-up Plan

At MTC, follow-up is systematic and continuous and includes the following elements:

- a. Completion & Placement is coordinated by two primary components;
 1. Instructors
 2. Business and Industry Service Specialist

- b. All activities related to follow-up and placement are combined to measure and track student placement and follow up.
 1. Each instructor follows student progress for their program. This progress measures work habits, safety habits, workmanship and knowledge of each task. This progress is documented by movement from one Occupational Completion Point (OCP) to the next through the Campus Solution database management software.
 2. Each instructor reports follow-up and placement data through their COE Completion, Placement, and Licensure (CPL) report.
 3. The record of placement services is maintained by the instructor through the Post Education Employment page in Campus Solutions where the students' placement or continuing education information is recorded. The place of employment and job title are also recorded as well as address, employer phone, supervisory contact, and initial pay rate when available. Methods of collecting data consist of feedback given to the instructors through self-reporting by students, employers, Program Advisory Committee meetings, and the Student Exit Interview survey.

- c. An *Exit Interview* survey is given to students upon their completion of the program as a condition of graduation. This form allows students the opportunity to evaluate the program and explain how it has prepared them for the workforce. This form also evaluates the services that students receive from MTC. The results of this survey allow MTC to review programs and services from the student's perspective. The Program Advisory Committee meeting is another tool used to monitor MTC's progress in service delivery. Upon completion, placement and follow-up information is made available to all instructional personnel and administrative staff through the COE CPL reports.

Follow-up information is made available to instructional personnel and administration at least on an annual basis. CPL data is shared each fall term and reviewed with the Program Advisory Committee. CPL data is also available to administration through the COE Annual Report posted on the TEAMS database. Student Exit Interview data is shared with instructional personnel and administration and is reviewed by the Program Advisory committee during the Fall and Spring term meetings.

Reviewed and Revised 09.29.2023

Reviewed and Approved by Board of Governors – 01.26.2017
Reviewed and Approved by Board of Governors – 08.24.2017
Reviewed and Approved by Board of Governors – 03.15.2019
Reviewed and Approved by Board of Governors – 10.17.2019
Reviewed and Approved by Board of Governors – 10.16.2020
Reviewed and Approved by Board of Governors – 10.28.2021
Reviewed and Approved by Board of Governors – 10.27.2022
Reviewed and Approved by Board of Governors – 10.26.2023