Mission / Purpose
To educate the workforce and leaders of the future, promote the growth of small businesses as a vital economic engine, engage and partner with external organizations and our regional communities to overcome obstacles of growth and robustly improve the quality of life throughout West Alabama.

I. Student Learning Outcomes/Objectives, with Any Associations and Related Measures, Targets, Findings, and Action Plans

A. Goals: Address the major economic issues of the region
Address the major educational, social, cultural, and economic issues of the region and in doing so promote a positive self-image of the institution and the area

1. Outcome: Workforce Development Program- Address low academic achievement throughout the region
The Division will help to address low academic achievement throughout the West Alabama region.

a. Measure: Workforce Development- Implement Programs to strengthen student learning in core areas
Implement programs to strengthen students of all ages learning abilities in core areas such as science, math and technology while exploring career options in such areas as transportation.

1. Achievement Target:
Identify and apply for programs related to careers in transportation for high school students. Conduct one week-long entrepreneurial camp for Summer 2012. Facilitate at least two financial literacy workshops for UWA students.

2. Findings (2011-2012) - Target: Met
The Division partnered with the Sumter County Board of Education to identify and apply for programs related to careers in transportation for high school students. After applying for these programs, grant was not renewed. Designed and implemented a week long Summer Entrepreneur Camp on the university campus. The programs' curriculum incorporated a variety of educational training techniques including classroom instruction, interactive activities, computer lab, and field trips to local businesses. The Division staff facilitated two financial literacy workshops for UWA students during the fiscal year.

3. Action Plans:
   a. Division of Outreach Services
      To conduct and complete all necessary day-to-day operations of the Division of Outreach Services.
Established in Cycle: 2011-2012  
Implementation Status: Planned  
Priority: Medium  
Implementation Description: Salary for Staff  
Projected Completion Date: 09/29/2012  
Responsible Person/Group: Division Staff  
Additional Resources Requested: Director, Division of Outreach Services - Salary Secretary, Division of Outreach Services- Salary Grant & Community Programs Coordinator- Salary Workforce Development Coordinator- Salary Director, Small Business Development Center- Partial Salary  
Budget Amount Requested: $250,000.00 (recurring)

b. Workforce Development Training and Educational Programs
Conduct workforce development training workshops, host the National Summer Transportation Institute and Certified Nursing Assistant Program. These projects will be completed throughout the year.  
Established in Cycle: 2011-2012  
Implementation Status: Planned  
Priority: High  
Implementation Description: Apply for funding for the National Summer Transportation Institute Program. Seek funding and an instructor for the Certified Nursing Assistant Program. Plan and conduct workforce development programs (job readiness, etc.)  
Responsible Person/Group: Division Staff until a Workforce Development Coordinator is hired.  
Additional Resources Requested: Workforce Development Coordinator- $30,000 Certified Nursing Assistant Classes- $30,000 Supplies, printing and postage- $10,000  
Budget Amount Requested: $70,000.00 (recurring)

II. Other Outcomes/Objectives, with Any Associations and Related Measures, Targets, Findings, and Action Plans

A. Goal: Address the major economic issues of the region
Address the major educational, social, cultural, and economic issues of the region and in doing so promote a positive self-image of the institution and the area.

1. Objective: Workforce Development Program - Establish partnerships to enhance skills through training, education, and career opportunities
The Division of Outreach Services will establish partnerships which integrate resources to enhance the skills of area workers, job seekers, and productivity of area employers through training, education, and career opportunities for West Alabamians

a. Measure: Workforce Development- Formulate and implement workforce development strategies
Formulate and implement workforce development strategies to support economic development efforts to attract and expand targeted industry sectors
to the Black Belt Region.

1. **Achievement Target:**
   Design and promote quarterly training programs for the unemployed and underemployed in the region. Develop regional workforce through quarterly entrepreneurship training. Implement a minimum of two Certified Nursing Assistant (CNA) Programs in the service region. Provide a minimum of two sessions for professional development.

2. **Findings (2011-2012) - Target: Met**
   The Certified Nursing Assistant Program was successfully implemented in two locations in the West Alabama Region (Greene and Sumter Counties). The Greene County Class had thirteen to successfully complete the Alabama State Nursing Board requirement of the fifty-five hours of class training and twenty-four hours of clinical training. The Sumter County CNA Class is projected to produce fourteen graduates. The Small Business Development Center conducted quarterly entrepreneurship training to small businesses in the five-county service area that it serves. The programs ranged from basic business start-up programs to speciality programs such as small business and technology. Two sessions of professional development were provided to individuals in the Disadvantaged Business Enterprise and Minority Chamber respectively.

3. **Action Plans:**
   a. **Division of Outreach Services**
      To conduct and complete all necessary day-to-day operations of the Division of Outreach Services.
      
      - **Established in Cycle:** 2011-2012
      - **Implementation Status:** Planned
      - **Priority:** Medium
      - **Implementation Description:** Salary for Staff
      - **Projected Completion Date:** 09/29/2012
      - **Responsible Person/Group:** Division Staff
      - **Additional Resources Requested:** Director, Division of Outreach Services - Salary Secretary, Division of Outreach Services - Salary Grant & Community Programs Coordinator - Salary Workforce Development Coordinator - Salary Director, Small Business Development Center - Partial Salary
      - **Budget Amount Requested:** $250,000.00 (recurring)

   b. **Workforce Development Training and Educational Programs**
      Conduct workforce development training workshops; host the National Summer Transportation Institute and Certified Nursing Assistant Program. These projects will be completed throughout the year.
      
      - **Established in Cycle:** 2011-2012
      - **Implementation Status:** Planned
      - **Priority:** High
      - **Implementation Description:** Apply for funding for the National Summer Transportation Institute Program. Seek funding and an instructor for the Certified Nursing Assistant Program. Plan and conduct workforce
development programs (job readiness, etc.)

**Responsible Person/Group:** Division Staff until a Workforce Development Coordinator is hired.

**Additional Resources Requested:** Workforce Development Coordinator- $30,000 Certified Nursing Assistant Classes- $30,000 Supplies, printing and postage- $10,000

**Budget Amount Requested:** $70,000.00 (recurring)

### b. Measure: Workforce Development - Maintain viable and visible working relationships with community resources and employers

Maintain viable and visible relationships with programs like the Department of Human Resources, career centers, regional community colleges, universities, churches and employers to offer training programs designed to prepare and partner individuals with employment opportunities.

1. **Achievement Target:**

   Work closely with regional partners, with the mission of developing the regional workforce, to provide quarterly programs. (e.g. Dept. of Human Resources, Dept. of Corrections, Alabama Community College System, etc.) Conduct annual survey to identify workforce and training needs of employers within the region and design training programs to address those needs.

2. **Findings (2011-2012) - Target: Met**

   Presented quarterly job readiness/workforce development presentations and training to board members of Departments of Human Resource programs throughout the Black-Belt Region and Department of Corrections personnel to reach out to potential clients. These viable working partnerships has allowed for the assessment program to measure and detect clients needs in the areas of workforce development and educational enrichment. As a result, clients are enrolled in the divisions existing or customized training programs and/or referred to educational enrichment. The Division of Outreach Services collaborated with University partner to conduct the annual survey to identify workforce and training needs of employers within the region and design training programs to address those needs.

3. **Action Plans:**

   a. **Division of Outreach Services**

      To conduct and complete all necessary day to day operations of the Division of Outreach Services.

      **Established in Cycle:** 2011-2012
      **Implementation Status:** Planned
      **Priority:** Medium
      **Implementation Description:** Salary for Staff
      **Projected Completion Date:** 09/29/2012
      **Responsible Person/Group:** Division Staff

      **Additional Resources Requested:** Director, Division of Outreach Services - Salary Secretary, Division of Outreach Services - Salary Grant & Community Programs Coordinator - Salary Workforce Development Coordinator - Salary Director, Small Business Development Center-
Partial Salary

**Budget Amount Requested:** $250,000.00 (recurring)

b. **Workforce Development Training and Educational Programs**
Conduct workforce development training workshops, host the National Summer Transportation Institute and Certified Nursing Assistant Program. These projects will be completed throughout the year.

**Established in Cycle:** 2011-2012

**Implementation Status:** Planned

**Priority:** High

**Implementation Description:** Apply for funding for the National Summer Transportation Institute Program. Seek funding and an instructor for the Certified Nursing Assistant Program. Plan and conduct workforce development programs (job readiness, etc.)

**Responsible Person/Group:** Division Staff until a Workforce Development Coordinator is hired.

**Additional Resources Requested:** Workforce Development Coordinator- $30,000 Certified Nursing Assistant Classes- $30,000 Supplies, printing and postage- $10,000

**Budget Amount Requested:** $70,000.00 (recurring)

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2. **Objective: Regional Center for Community and Economic Development (RCCED) - Serve as a resource agent throughout the region**
The Division will serve as a resource agent in the attraction and retention of industry throughout the region.

a. **Measure: RCCED-Advise and work with regional communities to meet economic requirements of existing and recruited industry**
Advise and work directly with regional communities in meeting pronounced economic requirements and needs expected by existing and newly recruited industry

1. **Achievement Target:**
   Conduct an annual survey of regional leaders to identify community needs. Facilitate at least two meetings/counseling sessions with regional leaders regarding state and federal resources.

2. **Findings (2011-2012) - Target: Met**
Annual survey of regional leaders will be conducted in the month of September. The annual online survey will be sent to more than 200 mayors, county commissioners, and city/town councilmen in the Black Belt Region. This survey is used as a planning tool aimed to learn of desired growth and community impediment throughout region. Division personnel participated in two meeting sessions with regional leaders and local school systems regarding state and federal resources available to their communities.

3. **Action Plan:**
   **RCCED-Increase regional leaders and Recruitment of Industry**
   Assist local county and city officials with preparing economic development packages, survey assets to promote availability and strengths of their
help local entities create a business retention and expansion plan through training on Synchronist software. These projects will be ongoing.

**Established in Cycle:** 2011-2012  
**Implementation Status:** On-Hold  
**Priority:** Medium  
**Implementation Description:** Complete assessments to see what the current needs are. Plan and organize events and workshops. Search for consultants who meet criteria to perform duties as needed.  
**Responsible Person/Group:** Division Staff  
**Additional Resources Requested:** Consultant Fees- $20,000; Supplies & Materials-$8,000; Printing and Postage-$10,000.  
**Budget Amount Requested:** $38,000.00 (recurring)

3. **Objective:** Regional Center for Community and Economic Development (RCCED)- Help develop or expand the leadership base in communities and equip leaders with management skills

Help develop or expand the leadership base in communities and equip regional leaders with skills to manage and direct change in their own towns and cities.

**a. Measure:** RCCED- Increase and advance regional leaders

Work closely with regional communities to increase and advance regional leaders.

1. **Achievement Target:**

Conduct routine Black Belt Mayor's Council Meetings. Implement Leadership Sumter County (training program) over a six-month period. Conduct at least one grant writing workshop for regional leaders.

2. **Findings (2011-2012) - Target: Partially Met**

The Division of Outreach Services implemented the Leadership Sumter County (training program) from October 2011- March 2012 with sessions being held on the UWA campus. The Black Belt Mayor's Council Meetings merged into a dual state council. Meetings are now being conducted within the organizational structure. Grant writing workshops are being conducted through the Office of Sponsored Programs.

3. **Action Plan:**

**RCCED-Increase regional leaders and Recruitment of Industry**

Assist local county and city officials with preparing economic development packages, survey assets to promote availability and strengths of their communities to state agencies and potential prospects. Help local entities create a business retention and expansion plan through training on Synchronist software. These projects will be ongoing.

**Established in Cycle:** 2011-2012  
**Implementation Status:** On-Hold  
**Priority:** Medium  
**Implementation Description:** Complete assessments to see what the current needs are. Plan and organize events and workshops. Search for consultants who meet criteria to perform duties as needed.
4. Objective: Impact Grants Program- Foster economic and community development and sustainability
Foster economic and community development and sustainability in Black-Belt Communities through its Economic Development Impact Grant Program.

a. Measure: Impact Grants Program- The outcome of designed plans
The development and implementation of strategies that strengthens neighborhood revitalization that ensures safe and enriched living environments and establish visions for economic growth. The outcome of designed plans for life learning and a vision for the future.

1. Achievement Target:
Conduct mailout of Impact Grant applications to at least 50 communities. Award a minimum of six professional service grants to Black Belt communities.

2. Findings (2011-2012) - Target: Met
Solicited applications from more than 50 communities to compete for the funded economic and community impact grants. Six communities in the Black Belt Region were awarded Impact Grants for the purpose of fostering development and sustainability through of the professional services grants. Services rendered including workforce development projects, website development projects, professional development training for community government/community leaders, educational resources and other outreach support aim to help communities achieve genuine economic growth.

3. Action Plans:
   a. Division of Outreach Services
   To conduct and complete all neccessary day-to-day operations of the Division of Outreach Services.
   Established in Cycle: 2011-2012
   Implementation Status: Planned
   Priority: Medium
   Implementation Description: Salary for Staff
   Projected Completion Date: 09/29/2012
   Responsible Person/Group: Division Staff
   Additional Resources Requested: Director, Division of Outreach Services - Salary Secretary, Division of Outreach Services- Salary Grant & Community Programs Coordinator- Salary Workforce Development Coordinator- Salary Director, Small Business Development Center- Partial Salary
   Budget Amount Requested: $250,000.00 (recurring)

   b. Impact Grants-Community & Economic Impact
Award and complete community impact grant programs, hold a Black Belt Community Training program, host Emerging Leadership series and encourage mayors to attend Your Town Alabama Leadership program. These activities will be held throughout the year.

**Established in Cycle:** 2011-2012  
**Implementation Status:** Planned  
**Priority:** High

**Implementation Description:** Solicit grant proposal from cities and towns in the black belt regions to award impact service grants to. Solicit participation and plan for the Black Belt Community Training program. Provide participants who receive grants the training programs to make them more aware of the process and leadership skills. Conduct workshops in aspects of leadership to different target markets. Provide an opportunity for mayors and municipalities to attend the leadership program.

**Responsible Person/Group:** Coordinator of Impact Grant Programs/Division Staff

**Additional Resources Requested:** Special program activity for Impact Grants- $30,000; Training Development Speakers- $5,000; Emerging Leadership Workshops- $5,000; Scholarships for Your Town Mayors Workshops- $1,500; Supplies & Materials- $5,000.

**Budget Amount Requested:** $6,000.00 (recurring)

5. **Objective:** SBDC- Providing entrepreneurs with education and information to build successful businesses

To grow the economy in the Black Belt communities by providing entrepreneurs with the education, information and tools necessary to build successful businesses.

a. **Measure:** SBDC- Business Counseling and Training

Through the Small Business Development Center the division's staff will provide business counseling to assist in meeting business challenges and developing action plans.

1. **Achievement Target:**

Provide counseling to clients in the base area and make monthly visits to satellite offices in Marengo, Clarke and Wilcox counties. Conduct a minimum of ten workshops during the 2011-2012 Fiscal Year with a minimum of 150 attendees total. Attend at least one national training conference to pursue staff professional development to enhance the quality of service provided to individuals in the service area.

2. **Findings (2011-2012) - Target: Met**

The Small Business Development Center conducted ten workshops in the five county service area with a total number of attendees being 177. The Small Business Development Center logged over 150 counseling hours to small business clients looking to start or expand a small business. The Small Business Development Center conducted 60 counseling sessions to date. SBDC Personnel attended one and will attend a second national
3. Action Plans:
   a. Division of Outreach Services
      To conduct and complete all necessary day-to-day operations of the
      Division of Outreach Services.
      **Established in Cycle:** 2011-2012
      **Implementation Status:** Planned
      **Priority:** Medium
      **Implementation Description:** Salary for Staff
      **Projected Completion Date:** 09/29/2012
      **Responsible Person/Group:** Division Staff
      **Additional Resources Requested:** Director, Division of Outreach
      Services - Salary Secretary, Division of Outreach Services- Salary Grant
      & Community Programs Coordinator- Salary Workforce Development
      Coordinator- Salary Director, Small Business Development Center-
      Partial Salary
      **Budget Amount Requested:** $250,000.00 (recurring)

   b. SBDC-Enhance Center Performance
      Enhance center performance and accomplishments that will allow the
      center to increase center counseling and deliverables.
      **Established in Cycle:** 2011-2012
      **Implementation Status:** In-Progress
      **Priority:** High
      **Implementation Description:** The hiring of a business counselor and
      secretary for the Small Business Development Center Business
      Counselor will be hired
      **Responsible Person/Group:** Director of Division of Outreach Services/
      SBDC Director
      **Additional Resources Requested:** Hiring a Secretary- $22,000
      Additional Administrative Cost for Programs- $15,000
      **Budget Amount Requested:** $37,000.00 (recurring)

III. Analysis Questions and Analysis Answers

   A. What specific strengths did your assessments show? (Strengths)
      One of the continued strengths that our assessment shows is that we have a unique
      ability to create and maintain partnerships with several entities throughout the
      region, which helps us complete our goals and fulfill our mission.

   B. What specific weaknesses or challenges did your assessments show? (Weaknesses)
      The Division of Outreach Services wishes to hold more outreach programs
      throughout the region. One weakness is the amount of funding available to
      complete these programs. Additional funding will allow us to hire additional staff
      and have additional operating expenses.
C. What plans were implemented?
Conducted two Certified Nursing Assistant programs in our region with a total of 27 participants during the 2011-2012 fiscal year. Presented quarterly job readiness development programs presentations to board members of Department of Human Resources and members of the Department of Corrections throughout the Black Belt region. Facilitated two financial literacy workshop for UWA students. Partnered with three Teach for America teachers to administer the Higher Achievement Summer School program. Designed and implemented a week long summer entrepreneur camp on the UWA campus. Conducted an annual survey of regional leaders to identify community needs. Implemented the re-established Leadership Sumter County program. Awarded six impact grants to communities in the Black Belt. Small Business Development Center (SBDC) conducted ten workshops in the five county region. SBDC logged 150 counseling hours to small business clients. SBDC conducted 60 counseling session to date. SBDC personnel and division staff attended professional development training to enhance the quality of services provided to individuals in the service area.

D. What plans were not implemented?
The quarterly Black Belt Mayor's Council meetings merged into a dual state council. The grant writing workshops will be held by the Office of Sponsored Programs. The Transportation Program was not conducted because the grant written for this program was not funded.

E. How will assessment results be used for continuous improvement?
The Division of Outreach Services will use these assessment results to help plan the division's annual strategic plan for the 2012-13 fiscal year. The Division will use these results to set realistic and more attainable goals as well as search for additional funding to complete these goals.

IV. Annual Report Section Responses

A. Key Achievements
Through the Division of Outreach Services the University continues working with regional communities to improve the quality of life in West Alabama by assuring effective leadership as a means of advancing community and economic development in the region.

The Community & Economic Impact Grants Program annually solicits grant proposals from Black Belt cities, towns, or communities seeking to achieve genuine economic and community growth through professional service grants rendered by University faculty and staff members. The program provides consultation and professional service on community projects considered to have a positive and long-term impact.

The Small Business Development Center provides consulting services and educational programs to entrepreneurs looking to start or grow small business operations. From helping aspiring entrepreneurs turn ideas into business, to helping small firms expand, to providing the information every business person needs to
make critical decisions, the SBDC is the resource entrepreneurs in all industry sector can turn to for help.

Illustration of 2011-12 Conduct Programs and Workshops:

**Small Business Start-up Workshop:** This small business program covered researching your business from idea to inception, using a formal business planning process. Director of the SBDC at UWA, Donald Mills will discuss sources of research, legal structures, technical assistance, all about the business plan and local resources for business development. Small Business & Technology in the 21st Century: This small business program covered information that allowed participants to learn more about eBay, Microsoft programs, and how to use smart phones for business applications. This workshop was targeted towards entrepreneurs and existing small business owners who may feel intimidated by technology.

**Small Business Lecture- An Evening with Ms. Martha Hawkins:** This small business program allowed students and community members to hear from a minority woman who owned a business from Montgomery, AL. Not only did she share her success as a successful restaurant owner, but she shared her personal inspirational journey along with her book "Finding Martha's Place".

**Small Business Disaster Preparedness Seminar:** This small business was targeted towards entrepreneurs and existing small business owners who may not be prepared to recover quickly after a natural disaster. The workshop featured sessions that allowed participants to learn more about why they should plan ahead for disaster recovery, important tips on regional emergency management and what the Red Cross Ready Tool Kit contains.

**Personal and Career Development Training:** This program offered Career training to clients from the Sumter County Department of Human Resources. They had an opportunity to learn and develop the necessary skills to engage in life/career planning.

**Black Belt Economic Development Website (BBEDA):** The BBEDA Website is a multi-faceted, web-based Black Belt Economic Development Resource and was created in the spirit of regional cooperation and the sharing of knowledge among economic developers within the region. The website was launched in February 2012 making it accessible to all regional economic developers and leaders.

**Linden Marketing Video:** Linden, AL applied for one of UWA's professional service grants and was awarded one to develop a marketing video. The Division of Outreach Services partnered with the City of Linden and Broadview Media to produce this video that will have a long term impact for the county. This video project will highlight the rail industry, recreational industry, airport and other local industry. The video also highlighted schools, healthcare and hunting and lodging.

**Certified Nursing Assistant Program:** The Division of Outreach at The University of West Alabama (UWA) has designed and administered a non-credited educational program to produce Certified Nursing Assistants among those who are socially and economically deprived. The program is aimed at developing a set of
employable skills among underemployed and unemployed residents in the West Alabama Region.

Career Pathways for Youth: CNAP: The Division of Outreach at The University of West Alabama (UWA) applied for and was awarded a Workforce Investment Act Youth Program grant through ADECA to administer an educational program to produce Certified Nursing Assistants among youth who are socially and economically deprived as well as basic skills deficient. The program is aimed at developing a set of employable skills among underemployed and unemployed youth in the West Alabama Region.

Website Designs: The division has designed websites for regional towns in attempt to promote tourist. The designed websites are also use to communication governmental affairs and support economic activity.

Youth Entrepreneur Success Summit: Students were taught business start-up techniques and were inspired by true entrepreneurs.

Operation Jumpstart: The University of West Alabama's Division of Outreach Services has been awarded one of twelve Delta Regional Authority business development grants. The objective of the multi-year project is to increase the capacity for communities to train, support, and mentor aspiring entrepreneurs, and to accelerate the number of new ventures created each year throughout the region. The cornerstone of the project is the nationally recognized Operation JumpStart entrepreneurship development program. Operation JumpStart is a practical, hands-on, microenterprise development program designed to help entrepreneurs test the feasibility of their business ideas and plan to launch new ventures.

Summer Camps Higher Achievement Summer School: The Higher Achievement Summer School (H.A.S.S.) commits to the principles of leadership, scholarship, community, and responsibility in order to produce a well-rounded student capable of success in both high school and higher education. Students spent one week on their four weeks on the UWA campus learning reading and writing skills, technology skills and math skills.

Entrepreneur Summer Camp: The University of West Alabama's Division of Outreach Services in conjunction with the Tuskegee Cooperative Extension Office sponsored The West Alabama Youth Entrepreneur Summer Camp from July 25-29. The five-day camp provided seventeen students from the Black Belt the opportunity to learn real-world business skills through an interactive curriculum and field trips.

Health & Fitness Camp: The University of West Alabama along with Tuskegee University hosted a Youth Health and Fitness camp for the youth in Sumter County. The camp addressed everything from the health disparities that affected the minorities and youth in our area to making smarter choices in the foods that you eat. The activities included: Food and Nutrition Demonstrations, Physical Activity, Nutrition and Food Lessons, Career Counseling, Self-Esteem Counseling, Financial Education, and Grocery Store Scavenger Hunt. The purpose of the this camp is to provide an educational program for our youth that will not only help
teach them but also promote a healthier lifestyle through the development of self-discipline in eating and exercise.

B. Staff Achievements

Delano Allen –

- Presentations at Professional Meetings: Black Belt Commissions Small Business Development Committee; Operation Jump Start Facilitator (August 2012).

Donald Mills –

Presentations at Professional Meetings:

- NxLevel of Management for Disadvantaged Businesses
- 2011-2012 Presenter for Stillman College DBE
- Life Member Alpha Kappa Psi Professional Business Fraternity – Kappa Phi Chapter
- Chairman Governor Bentley Black Belt Commission – Small Business Committee
- Board of Director’s Alabama Micro-Enterprise Network, Tuscaloosa;
- Minority Chamber of Commerce Board Member
- Funded Grants: SBDC General Grant 2012; SBDC State Funds 2012
- Operation Jump-Start Business Development VI.

Workshops Conducted:

- Small Business and Technology in the 21st Century
- Small Business Lecturer – “An Evening with Ms. Martha Hawkins”
- Youth Entrepreneur Summit (Y.E.S)
- Small Business Disaster Preparedness Seminar
- Personal and Career Development Training

Sanquenetta Thompson –

Conducted presentations at the following workshops:

- Youth Entrepreneur, Summer Camp 2012
- Higher Achievement Summer School 2012

Offices/Positions in Professional Organizations and/or Other Significant Professional Activities:

- Black Heritage Council, Board Member
- Sumter County Alabama Chamber of Commerce, Board Member
- Alabama Communities of Excellence Associates Council, Vice-Chair, Local Coordinator for the City of Livingston (Alabama Communities of Excellence Program)
- Leadership Sumter County, Chairperson December 2010-January 2012
- Main Street Alabama, Board Member
- Alabama Community Leadership Network Council
- Service Learning Committee
- Sumter County Community Education Advisory Board
- Discussed with mayors and community-at large the available resources the Division of Outreach Services offers
• Assisted the City of Livingston to be designated as an Alabama Community of Excellence (May 2012). The City of Livingston was recognized at the Alabama League of Municipalities Convention.

Awards and Honors:
• Leadership Sumter County graduate, 2004
• Sumter County Community Education Advisory Council Star Award

Funded Grants:
• Applied for a grant to support Leadership Sumter County (awarded $5200); The grant is administered through the Sumter County Extension Office.
• Applied for a grant to assist the Leadership Sumter County Class community development project (awarded $500)

Workshops Conducted:
• During the entire year of 2011-January 19, 2012, collaborated with the Leadership Sumter County Board of Directors in planning and preparing workshops for the Leadership Sumter County. The program began on October 27, 2011. Coordinated Alabama Communities of Excellence strategic planning meetings for the City of Livingston.

Veronica Triplett –
• Presented Certified Nursing Assistant Program at Leadership Sumter County 2012 Healthcare Forum; Funded Grant
• WIA Youth Program, ADECA’s Workforce Development Division ($107,367.00)

C. Public/Community Service
Recovery Efforts:
The UWA Division of Outreach Services continues to provide professional and community services towards the implementation of Strategic Plan created for communities affected by natural disaster. The division maintains a working relationship with FEMA and state agencies to help communities recover from the effects of previous storms and work towards readiness measures to possible future occurrences.

Tutorial Services:
Through grant funding the Division has helped with development of several tutorial services throughout the Black Belt Region. By providing computer equipment, software and helping to maintain educational services, students in the region are able to receive after-school educational enhancement from former community teachers. The computer equipment is also used by the division staff to conduct financial literacy training, computer training and job readiness training.

Leadership Sumter County: The Division of Outreach Services at The University of West Alabama played a key role in re-establishing and implementing the 2012 Leadership Sumter County Program. Leadership Sumter County developed, engaged, and mobilized current and future leaders to encourage philanthropic involvement that helps our community thrive.
### ANNUAL PLAN

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<th>Approved</th>
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<td>Goals are broad statements describing what the unit wants to accomplish. Goals relate to both the unit's mission and the University's mission. The goal(s) is stated as the University goal(s) a unit is attempting to meet.</td>
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<td><strong>Outcomes/Objectives</strong></td>
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<td>Outcomes and objectives are statements that describe in some detail what the unit plans to accomplish. Outcomes/objectives are associated with all applicable goals, strategic plans, standards, and institutional priorities.</td>
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<td>Objectives are active-verb descriptions of specific points or tasks the unit will accomplish or reach. Outcomes are active-verb descriptions of a desired end result related to student learning and the unit's mission.</td>
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<td><strong>Measures</strong></td>
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<td>Measures are statements to judge success in achieving the stated outcome or objective. Measures contain information on the type of evidence and assessment tool that a unit will use to verify if stated outcome/objective has been met.</td>
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<td><strong>Achievement Targets</strong></td>
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</tr>
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**Approved by:** [Signature of Dean or Vice President]

**Date:** [July 31, 2012]

**Received by OIE:** [Signature of Coordinator of Planning and Assessment]

**Date:** [8-10-12]