

**Adult & Community Education, Columbus City Schools**  
**HVACR**  
**Adequacy and Improvement of Physical Facilities & Technical Infrastructure, and if applicable,**  
**Distance Education Infrastructure Plan**  
**Council on Occupational Education, Standard 6**

**Objective**

To provide and utilize a plan to facilitate the adequacy and improvement of physical facilities and technical infrastructure, and if applicable, distance education infrastructure

**Purpose**

This plan will help ensure that Adult & Community Education (ACE), Columbus City Schools identifies responsible person(s) to implement a physical facilities and technical infrastructure plan essential for institutional operations and achievement of the objectives for the program offered to students enrolled in ACE's program.

**Council on Occupational Education Standard**

This plan helps meet criteria for COE Standard 6, Objectives 6-1 and 6-2.

**Implementation of HVACR Adequacy and Improvement of Physical Facilities & Technical Infrastructure, and if applicable, Distance Education Infrastructure Plan**

The Director of Adult Education and Operations Coordinator are responsible for implementation of the HVACR Adequacy and Improvement of Physical Facilities & Technical Infrastructure, and if applicable, Distance Education Infrastructure Plan.

**Strategies Used to Facilitate the Implementation of HVACR Adequacy and Improvement of Physical Facilities & Technical Infrastructure, and if applicable, Distance Education Infrastructure Plan**

- **Describe existing attributes, programs, and services used for facility and technical infrastructure improvement**

Adult & Community Education is a locally-based, integral part of public education for adults that responds quickly and effectively to business, industrial, and community educational and training needs. ACE offers training, re-training, and upskilling of occupational skills for unemployed, underemployed, and incumbent workers, enhancing the quality of students' work/family life.

ACE complements and utilizes secondary career-technical education program offerings and articulates programs with post-secondary educational programs.

ACE is accountable and responsible for effective, results-oriented, labor market driven adult programming at the local, regional, and state levels with coordination and leadership from staff within Columbus City Schools and the Ohio Departments of Education and Higher Education (ODE and ODHE).

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Technical infrastructure meets the needs of students, faculty, and staff through access to computer hardware, software, interactive technologies (e.g., SMART Boards), telecommunications, databases and data warehouses, and human resources and procedures.

The ACE career development programs include a Practical Nurse program, as well as an HVACR program.

Online learning opportunities are offered through the Ed2Go curriculum and include Career Certificate programs (Healthcare and Fitness; Business and Professional; IT and Software Development; Management and Corporate; Media and Design; Hospitality and Service Industry Gaming; Skilled Trades and Industrial; Sustainable Energy and Going Green; Career Online High School).

- **Identify areas of expansion and improvement**

ACE uses a data-driven approach to identify areas and opportunities for program expansion and improvement by working with state-level partners (Ohio Departments of Education and Higher Education); regional partners (Ohio Means Jobs Columbus – Franklin County); and local partners (Columbus City Schools).

Data will be collected and analyzed via a comprehensive local needs assessment to identify additional training programs for well-paid, high-skill, and/or in-demand occupations and services. The table below identifies programs that ACE is seeking to expand and/or improve and associated strategies.

Program Name	Strategy	Program Expansion	Program Improvement
Registered Nurse	Develop and offer a Registered Nurse program to students who possess a Licensed Practical Nurse degree	X	
HVACR	Develop and offer an HVAC-R program at an extension campus to include evening courses	X	
Nurse Aide	Develop and offer a Nurse Aide program at an extension campus	X	
Practical Nurse	Increase the one-year program completion rate by providing external/internal supports that address academic and non-academic barriers faced by students in finishing the program and obtaining employment.		X
Practical Nurse	Increase total student enrollment by 5% each trimester.	X	

ACE will need approximately 100,000 square feet of building space and adequate parking spaces to accommodate this expansion.

- **Expectations, Goals, and Recommendations**

Adult & Community Education continuously strives to offer additional programs of high standards and expectations. To that end, ACE leverages local and state partnerships to identify and implement additional programs that meet the needs of the local workforce. ACE also makes an effort to offer additional services to support students as they matriculate through their program. These expectations, goals, and recommendations are described below in more detail.

**Expectations**

ACE serves as a full partner with Columbus City Schools, and the Ohio Departments of Education and Higher Education. ACE maintains compliance with federal requirements outlined in the Strengthening Career and Technical Education for the 21<sup>st</sup> Century Act (Perkins V).

ACE attains and maintains institutional accreditation status through the Council on Occupational Education.

ACE provides comprehensive workforce and educational programs and services that support local and regional labor market demands.

**Goals**

As ACE continues to expand the number and types of program opportunities for the workforce, ACE leadership recognizes the need to develop and offer additional wraparound services for its students, such as the following:

- an active and comprehensive assessment center
- a medical/dental clinic
- a health and wellness services
- cultural activities
- recreational events
- parenting resources
- provision of space for students' personal use (e.g., study, lounge, cafeteria, etc.)

**Recommendations**

While ACE uses its physical facilities and technical infrastructure creatively for its existing programs, as ACE's needs expand, so too will the requirements for physical facilities and technical infrastructure.

**Annual Plan Evaluation**

The HVACR Adequacy and Improvement of Physical Facilities, Technical Infrastructure, and if applicable, Distance Education Plan will be reviewed no less than annually by the Director of Adult Education and Operations Coordinator and revised as necessary.