

Area	Manager
Presidents Office	Jowel Laguerre
Mission	

## Section 1: Current Projects

This Program Review contains an evaluation of all projects that overlap the window between 29-Sep-12 and 02-Oct-13

### Project Assessment

Outcome Supported Quality Service > Create an environment that supports quality teaching

Project Title **CEO Goals**

Project Description Accomplishing the goals set by the board of trustees

How is Outcome Supported

Project Start 18-Sep-13 Project End 15-Dec-13 Status **In Progress**

#### Project Outcomes

- 1. Refresh out the goals of the CEO
- 2. Measure the outcomes of the goals

#### Evaluation Results

Outcome Supported Board of Trustees Support > Develop and manage resources to support institutional effectiveness.

Project Title **Fiscal Stability**

Project Description Through support of the board and actions and activities proposed by the President, we will:  
 1. Bring the budget close to being in line with state allocations  
 2. Explore at a minimum two additional sources of revenue to strengthen the base budget  
 3. Propose new policy for a reserve higher than 5%

How is Outcome Supported

Project Start 15-Aug-12 Project End 26-Jun-13 Status **Overdue**

#### Project Outcomes

- Review of budget numbers reveals that the college has closed the gap in the deficit
- 1. ARRA funding to float bonds to reduce our dependence on electricity is in the works
- Proposed new policy to be presented to Shared Governance by December 2012

#### Evaluation Results

Project Title **Non-Credit Intensive Aviation Training**

Project Description To provide instruction for A&P licensing to students in an accelerated one-year time frame

How is Outcome Supported

Project Start 01-Jul-13 Project End 30-Apr-14 Status **In Progress**

Project Outcomes

- 1. Enroll 24 Chinese students in the A&P program by May 1, 2014
- 2. Commence instruction for students by June 2014
- 3. Acquire resources to make program viable

Evaluation Results

Project Title **Non-Credit Intensive Aviation Training**

Project Description To provide instruction for A&P licensing to students in an accelerated one-year time frame

How is Outcome Supported

Project Start 01-Jul-13 Project End 30-Apr-14 Status **In Progress**

Project Outcomes

- 1. Enroll 24 Chinese students in the A&P program by May 1, 2014
- 2. Commence instruction for students by June 2014
- 3. Acquire resources to make program viable

Evaluation Results

Major Accomplishments

1. Ensure completion of accreditation report and meet goals, responding to recommendations leading to successful outcomes with monthly updates.
  - a. Coordinators assigned to prepare report.
  - b. Faculty hired and over 80% of SLOs done.
  - c. Student equity plan updated as possible.
  - d. SLO work completed and submitted to ACCJC.
  - e. Report was well supported as requested.
  - f. The report was completed and was well done.
1. Ensure total awareness and full participation in integrated planning consistent with ACCJC recommendations. Review, modify and implement resources tied to planning consistent with ACCJC recommendations.
  - a. Process was completed in a timely fashion with budgets appropriated. Disbursement refined.
  - b. The process is established and was presented to the board for information in October 2012.
  - c. Review process is developed and is being used.
  - d. Master plans are still being refined: Spring 2013.
  - e. In progress and tied to program review.
2. Strengthen administrative effectiveness of management team through professional development.
  - a. Three deans participated in Chair academy; one in IUPUI Assessment; leadership development work done with Cabinet and most direct reports. Leadership Institute launched (soft) with Summer Academy.

- b. Summer training took place; Fall did not – took place in spring.
- c. Three training sessions took place on contracts and grievances in the fall. This will be ongoing.
- d. Orientation reviewed and took place.
- 3. Ensure implementation of the Master Plans and related potential sources of revenue to support them. Sessions took place for Kinesiology and Fine Arts. Other activities being done through Senate involvement.
- b. Passage of Measure Q for the Master Plans; energy savings actions; \$700K alternative fuel grant; \$1.2M TAACCT grant.
- 4. Explore and acquire alternative sources of revenue and implement sustainability solutions to support revenue and continue to improve enrollment to enhance revenue. Fund raising events took place with Celebrate SCC: Foundation.
- b. Fundraising goals and staffing developed.
- c. Additional grants are in motion: Title III and TRIO.
- d. Initiated and to be ongoing.
- e. Contract approved for recruitment of international students.
- f. Process under discussion for summer 2013.
- g. Two models studied and one being implemented.

## Section 2: Outcomes Assessment

This Program Review contains assessment activities that occurred between 01-Oct-12 and 02-Oct-13

### Areas of Concern

1. Accreditation: Accreditation remains a concern and ensuring adherence to the Standards of Accreditation as they relate to student learning outcomes, planning and budgeting will continue to be a formidable task. As important is to keep the board focused on its role as a policy-making body.
2. Leadership Transition: We will have four new deans and new faculty in various areas of the college. Ensuring a good transition for them is important.
3. Implementation of Measure Q: Thanks to the possibility of hiring a manager for the bond, we will have a lot of work to do with the implementation.
4. Human Resources Staffing: We need to improve the staffing in Human Resources and will upgrade the staffing to some extent.
5. Growing our enrollment

## Section 3: Planned Work

### Possible Future Projects

1. Partnerships: With the advent of the bond and the improvement in the economy, we will see multiple partnerships emerging. The following potential partnerships are just a beginning of a long list:
  - Memorandum of understanding with Cal Maritime Academy
  - Partnership with the Vallejo Unified School District
  - Jimmy Doolittle Museum
  - Middle college high schools with all our cities
  - Tighter relationships with Winters and Dixon Schools
  - Collaboration with ICON Aircrafts
  - Enhancement of Aviation program
  - Full establishment of a corporate college
2. Leadership Academy for all faculty and staff
3. Growing our enrollment

Future Project Start

Outcome Supported Quality Service > Create an environment that supports quality teaching

Project Title **CEO Goals**

Project Description Accomplishing the goals set by the board of trustees

How is Outcome Supported

Project Start 18-Sep-13 Project End 15-Dec-13 Status **In Progress**

Project Outcomes

- 1. Refresh out the goals of the CEO
- 2. Measure the outcomes of the goals

Project Title **Enrollment Management**

Project Description The College will embark on a new enrollment management process to supplement the existing processes.

How is Outcome Supported

Project Start 01-Jan-14 Project End 01-May-14 Status **In Progress**

Other Notes

There is a need to manage expectations because of the passage of Prop 30 and the improved economy. Faculty and staff and employees may expect more program restitution, raises and other benefits that may not be realistic. The College accomplished a lot last year and has added positions, especially in the faculty ranks, that will benefit the college in the long run. The following are goal subjects the board has established for the President for the coming year:

1. Strengthen accreditation reports
2. Implement Master Plans: Education and Facilities
3. Implement Measure Q
4. Enhance professional development
5. Grow enrollment