Solano Community College

Education Master Plan Tracking

		Complete	Current	No Date	Not Started	Overdue
A: Develop Workforce Ready CTE Grads	**Academics - Applied Technology & Business**		2			3
	Academics - Health Sciences					1
	Academics - Liberal Arts		5		3	1
	Academics - Social & Behavioral Sciences		8		1	3
	Administration - Workforce Training and Grants Management	9	2	1	1	1
	Student Services - Education Master Plan - VP					3
	Student Services - MESA		1		2	
B: Improve Basic Skills	**Academics - Social & Behavioral Sciences**		1		4	1
	Student Services - Umoja	2			2	
C: Align Programs for Transfer	**Academics - Liberal Arts**		2		2	4
	Academics - Mathematics and Science	2	5		1	1
	Academics - Social & Behavioral Sciences		8		6	2
	Administration - Research and Planning	4	2			1
	Student Services - MESA	3	2			1
	Student Services - Puente	1				1

		Complete	Current	No Date	Not Started	Overdue
D: Reduce Achievement Gaps	**Academics - Health Sciences**	2			1	3
	Academics - Mathematics and Science	2	5		1	4
	Academics - Social & Behavioral Sciences		1		2	3
	Administration - Research and Planning		1		7	
	Student Services - Admissions and Records	4	3		3	
	Student Services - CalWorks		2			1
	Student Services - Counseling	2				5
	Student Services - EOPS Program	12	5		7	1
	Student Services - Financial Aid	4				
	Student Services - MESA		2		1	1
	Student Services - Puente					1
	Student Services - Tutoring	3				1
	Student Services - Umoja	2	1			
E: Strengthen Program Development	**Academics - Applied Technology & Business**				1	
	Academics - Health Sciences					7
	Academics - Liberal Arts	1	7		3	8
	Academics - Mathematics and Science		8		6	14
	Academics - Social & Behavioral Sciences		4		4	6
	Administration - Research and Planning	6	1		1	1
	Student Services - Childrens Program	1				

		Complete	Current	No Date	Not Started	Overdue
E: Strengthen Program	**Student Services - MESA**		2		1	
F: Improve Access	**Academics - Health Sciences**				1	
	Academics - Liberal Arts	1	1		1	1
	Academics - Social & Behavioral Sciences		2			8
	IT & Learning Resources - Library	18	3	1	13	
	Student Services - Admissions and Records	7				5
	Student Services - CalWorks		4		2	
	Student Services - Counseling			1		3
	Student Services - DSP		1	1	1	
	Student Services - Financial Aid	8				
	Student Services - Puente	2	1			
	Student Services - Transfer	4	6		3	4
	Student Services - Tutoring	2				1
	Student Services - Umoja	3			6	
	Student Services - Veterans Affairs Center	6	2			4
G: Community Partnerships	**Academics - Health Sciences**		2			2
	Academics - Liberal Arts		2		1	1
	Academics - Mathematics and Science					3
	Academics - Social & Behavioral Sciences		1		2	
	Administration - Grants				2	

		Complete	Current	No Date	Not Started	Overdue
G: Community Partnerships	**Administration - IA - SCC Educational Foundation**	16	2		4	5
	Administration - Marketing	3	1		1	1
	Administration - President's Office	2				1
	Administration - Recruitment	5				
	Student Services - Career Placement				1	
	Student Services - Childrens Program	3				
	Student Services - Puente	1				
	Student Services - Recruitment	1	1		5	1
H: Connect Students	**Administration - Research and Planning**		2		2	3
	IT & Learning Resources - Library	5				
	Student Services - Career Placement	1	1			
	Student Services - DSP		1			
	Student Services - EOPS Program	12	1		1	
	Student Services - Financial Aid	6				
	Student Services - Student Health Center					
	Student Services - Student Life	1	1	1	1	
	Student Services - Transfer	1				
	Student Services - Umoja	3	2		8	
	Student Services - Veterans Affairs Center	2	1			
I: Alternative Revenue	**Administration - Grants**	3	5	1	2	2

		Complete	Current	No Date	Not Started	Overdue
I: Alternative Revenue	**Administration - IA - SCC Educational Foundation**	8	2		2	
	Administration - President's Office	3				
	Student Services - Childrens Program	4				
	Student Services - Recruitment	6				
	Student Services - Student Life	1	1			1
	Student Services - Workforce Training and Grants Management	2				
Total		200	126	6	119	125

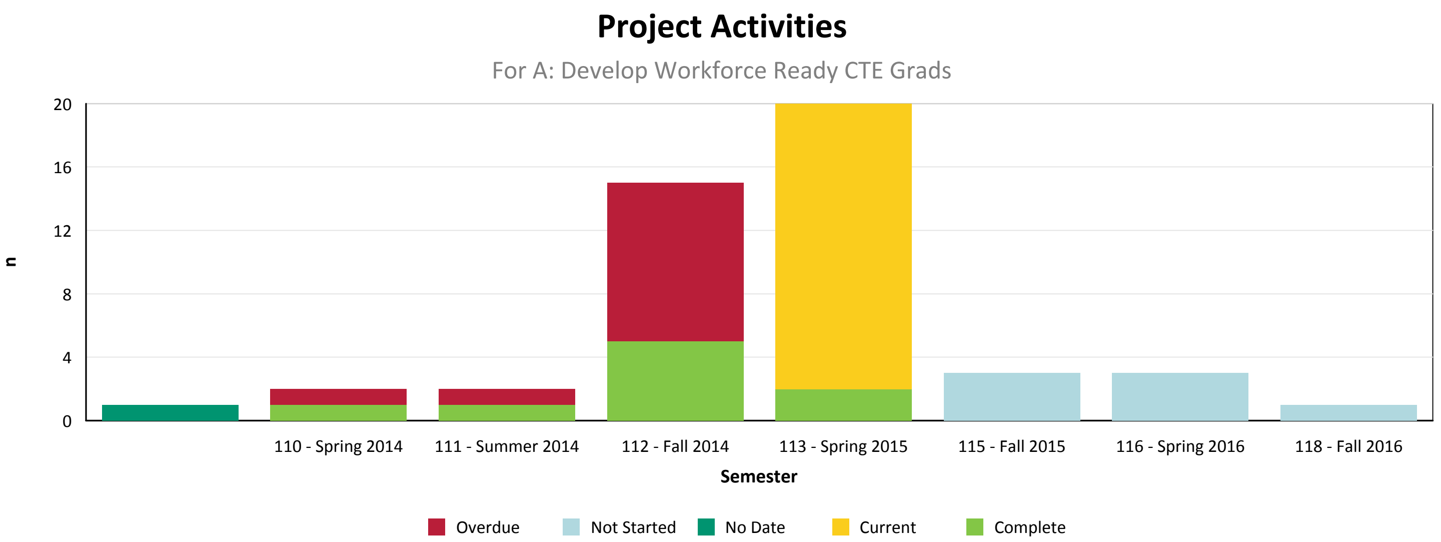
A: Develop Workforce Ready CTE Grads

Plan Summary

			Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Fall 2015	Spring 2016	Fall 2016
Summary for A: Develop Workforce Ready CTE Grads		0% 1	50% 2	50% 2	33% 15	10% 20	0% 3	0% 3	0% 1
Academics - Applied Technology & Business	Assess the need to hire a full time faculty member in water and				0% 1				
	I-car curriculum development				0% 2	0% 2			
Academics - Health Sciences	Cardiac Rhythms Course			0% 1					
Academics - Liberal Arts	Develop a CTE certificate program in Professional Art					0% 2		0% 1	
	Establish Advisory Group for Graphic Arts					0% 1			
	Explore potential for a CTE certificate in Printmaking.					0% 1	0% 1	0% 1	
	Work with local art partners				0% 1	0% 1			
Academics - Social & Behavioral Sciences	FT HS Instructor		0% 1						
	HS - Specialized Offerings				0% 2	0% 3			
	HS increased student interaction and individual support.						0% 1		

			Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Fall 2015	Spring 2016	Fall 2016
Academics - Social & Behavioral Sciences	Increased release time for HS Coordinator					0% 5			
Administration - Workforce Training and Grants Management	TAACCCT Program				100% 1	67% 3	0% 1		
	California Career Pathways Trusts	0% 1			0% 1	0% 1			
	Career Pathways		100% 1	100% 1	100% 4				
Student Services - Education Master Plan - VP	New classrooms and student resource room connected to				0% 3				
Student Services - MESA	MESA Advisory Boards					0% 1		0% 1	0% 1

Activity Status Chart



Academics - Applied Technology & Business

Applied Technology & Business Project: Assess the need to hire a full time faculty member in water and Wastewater Technology (2.2 Update and Stregthen CTE) Incomplete

Currently there is no full-time faculty in water/waste water. The demand for courses in this area has increased.

Deadline	Activity	
Fall 2014	Convene an Advisory Board meeting	Overdue

Applied Technology & Business Project: I-car curriculum development (2.2 Update and Stregthen CTE) Incomplete

Write curriculum to incorporate I-CAR certifications

Deadline	Activity	
Fall 2014	Instructors complete I-CAR training	Overdue
Fall 2014	Review I-CAR certification requirements	Overdue
Spring 2015	Modify existing curriculum	Current
Spring 2015	Send modified curriculum	Current

Academics - Health Sciences

Health Sciences Project: Cardiac Rhythms Course (2.4 Improve access) Incomplete

Offering the cardiac rhythm course will provide an opportunity to program graduates/students to attain an additional certification that will increase opportunities for employment. In addition, this course maybe taken by individuals who are currently in the registered nursing workforce.

Deadline	Activity	
Summer 2014	Reactivate and offer the Cardiac Rhythms Course	Overdue

Academics - Liberal Arts

Liberal Arts Project: Develop a CTE certificate program in Professional Art (2.2 Update and Stregthen CTE) Incomplete

Increase students’ opportunities for workforce preparedness. Enhance student professional success and develop relationships with local businesses to allow opportunities for students to have relevant internships.
Increase student success in transfer to four-year institutions, and support students who intend to ultimately gain MFA and MA degrees in art.
Enhance student success in the competitive world of professional art.
Ensure industry validation and CTE compliance. Incorporate relevant national certifications into curriculum to insure employability of career and technical graduates. Provide continuing education opportunities where such training is most likely to advance individual careers and strengthen the regional workforce.

Deadline	Activity	
Spring 2015	Assemble and meet with an advisory committee	Current
Spring 2015	Meet with CTE faculty	Current
Spring 2016	Submit CTE certificate program	Not Started

Liberal Arts Project: Establish Advisory Group for Graphic Arts (2.2 Update and Stregthen CTE) Incomplete

Insure industry validation and CTE compliance of the Graphic Arts program. Incorporate relevant national certifications into curriculum to insure employability of career and technical graduates. Provide continuing education opportunities where such training is most likely to advance individual careers and strengthen the regional workforce.

Deadline	Activity	
Spring 2015	Assemble and meet with an advisory committee	Current

Advisory committee has been formed, and meetings have been set up on a regular basis. These meetings will inform the planned revision of the Graphic Arts program (see Project 14).

Liberal Arts Project: Explore potential for a CTE certificate in Printmaking. (2.2 Update and Stregthen CTE) Incomplete

Increase students’ opportunities for workforce preparedness. Enhance student professional success and develop relationships with local businesses to allow opportunities for students to have relevant internships.
Increase student success in transfer to four-year institutions, and support students who intend to ultimately gain MFA and MA degrees in art.
Enhance student success in the competitive world of professional art.
Ensure industry validation and CTE compliance. Incorporate relevant national certifications into curriculum to insure employability of career and technical graduates. Provide continuing education opportunities where such training is most likely to advance individual careers and strengthen the regional workforce.

Deadline	Activity	
Spring 2015	Assemble and meet with an advisory committee	Current
Fall 2015	Meet with CTE faculty	Not Started
Spring 2016	Submit CTE certificate program to Curriculum Committee	Not Started

Liberal Arts Project: Work with local art partners (2.2 Update and Stregthen CTE) Incomplete

Improve student success and increase access to employment opportunities.
Strengthen existing workforce programs, by regularly developing, evaluating and modifying curriculum and programs that foster work-force ready and entrepreneurial graduates, and focusing on regional arts/graphics industries and occupations that exhibit strong potential.

Deadline	Activity	
Fall 2014	Develop a standard form	Overdue
Spring 2015	Work with the CTE Program	Current

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: FT HS Instructor () Incomplete

Hire a full time instructor.

Deadline	Activity	
Spring 2014	Presented to Dean of SBSS	Overdue

Hiring a fulltime HS instructor was denied.

Social & Behavioral Sciences Project: HS - Specialized Offerings () Incomplete

Develop more specialized or post certificate offerings.
To meet diverse consumer needs the HS program should be able to train Human Service providers on a variety of topics which are not currently offered at SCC and expand ability to serve diverse consumers , such as developing a CAADAC program and the creation of a Spanish/English bilingual course.

Deadline	Activity	
Fall 2014	Collaborate with Spanish language instructor	Overdue
Fall 2014	Develop introduction for intake in CM course	Overdue
Spring 2015	Review interpretive and translation materials	Current
Spring 2015	Pilot the Introductions.	Current
Spring 2015	Research the development of a CAADAC program	Current

End of Spring 2015: Conduct a student survey to assess effectiveness. Conduct mock interactions with Spanish speaking "consumers" throughout the HS 55 course. Have students role-play in class and present as part of their final.

End of Spring 2015: Document clearly the requirements for the development of a CAADAC program at SCC to assist in the development of a sabbatical proposal to create the certification at SCC.

Social & Behavioral Sciences Project: HS increased student interaction and individual support. () Incomplete

In order for students to gain specific knowledge and skills to create alliances and facilitate change, run groups, and case manage a diverse population, a reduction in class size is needed. Instructors then can afford students multiple opportunities for hands-on learning and also be able to provide timely feedback, an essential element in service training. Maximize workforce development.

Deadline	Activity	
Fall 2015	Submit to Curriculum Committee	Not Started

Social & Behavioral Sciences Project: Increased release time for HS Coordinator () Incomplete

Assess need for increased release time for HS Coordinator.

Deadline	Activity	
Spring 2015	Document activities mentioned above.	Current
Spring 2015	Create or collaborate an HS Club with Psychology and Sociology.	Current
Spring 2015	Create Advisory Board	Current
Spring 2015	Continued Outreach.	Current
Spring 2015	Research CAADAC.	Current

Administration - Workforce Training and Grants Management

Workforce Training and Grants Management Project: TAACCCT Program (3.1 Respond to Community Needs) Incomplete

DOL Grant. Working with 10 colleges. Focus is advanced manufacturing, w/ww and bio-tech.

Deadline	Activity	
Fall 2014	develop on ramp curriculum	Complete
Spring 2015	curriculum and program dev	Current
Spring 2015	develop accelerated instruction	Complete
Spring 2015	purchase equipment	Complete
Fall 2015	faculty development	Not Started

Workforce Training and Grants Management Project: California Career Pathways Trusts (2.2 Update and Stregthen CTE) Incomplete

Solano is the recipient of 4 CPT grants: Vallejo, Dixon, North Bay and Diablo Gateway to Innovation totaling approximately 1.4 millin dolars to be spent over 4 years. Thease are career pathway grants focusing on system alignment, pathway development, employer engagment, best practices, and marketing and branding. Our partners are other colleges, county offices of ed, high schools, WIB's and employers.

Deadline	Activity	
	Develop summer programs for hs students	No Date
Fall 2014	Hire coordinator	Overdue
Spring 2015	Work with faculty and managers to identify programs, participants and activities.	Current

Workforce Training and Grants Management Project: Career Pathways (2.2 Update and Stregthen CTE) Complete

Work with and provide professional development opportunities for college, middle and high school students, faculty, and counselors; with faculty and industry develop curriculum, pathways and career activities for students/workers.

Deadline	Activity	
Spring 2014	Develop curriculum for Water/Wastewater	Complete
Summer 2014	Advisory Committees and Skills Panels	Complete
Fall 2014	Identify and purchase equipment, supplies and materials	Complete
Fall 2014	Professional development for faculty.	Complete
Fall 2014	Equipment and material purchases for Automotive programs	Complete
Fall 2014	curriculum and program development for automotive programs	Complete

Project successful and all activities complete.

Student Services - Education Master Plan - VP

Education Master Plan - VP Project: New classrooms and student resource room connected to Solano Children's Program (2.2 Update and Stregthen CTE) Incomplete

Build instructional classrooms and a student resource room on the site of the Solano College Children's Program

Deadline	Activity	
Fall 2014	Consult with faculty and children's program staff about the new facility	Overdue
Fall 2014	Work with Measure Q Committee to plan for the needs of the program	Overdue
Fall 2014	Visit other programs that have classrooms integrated into their campus child care centers	Overdue

Student Services - MESA

MESA Project: MESA Advisory Boards (1.3 Student Performance) Incomplete

Establishing an industry advisory board (IAB) will allow the MESA program to interact and work with industry and professionals in the surrounding area. An IAB will allow funding opportunities for the program, mentoring, tutoring, internships and job opportunities for the students.

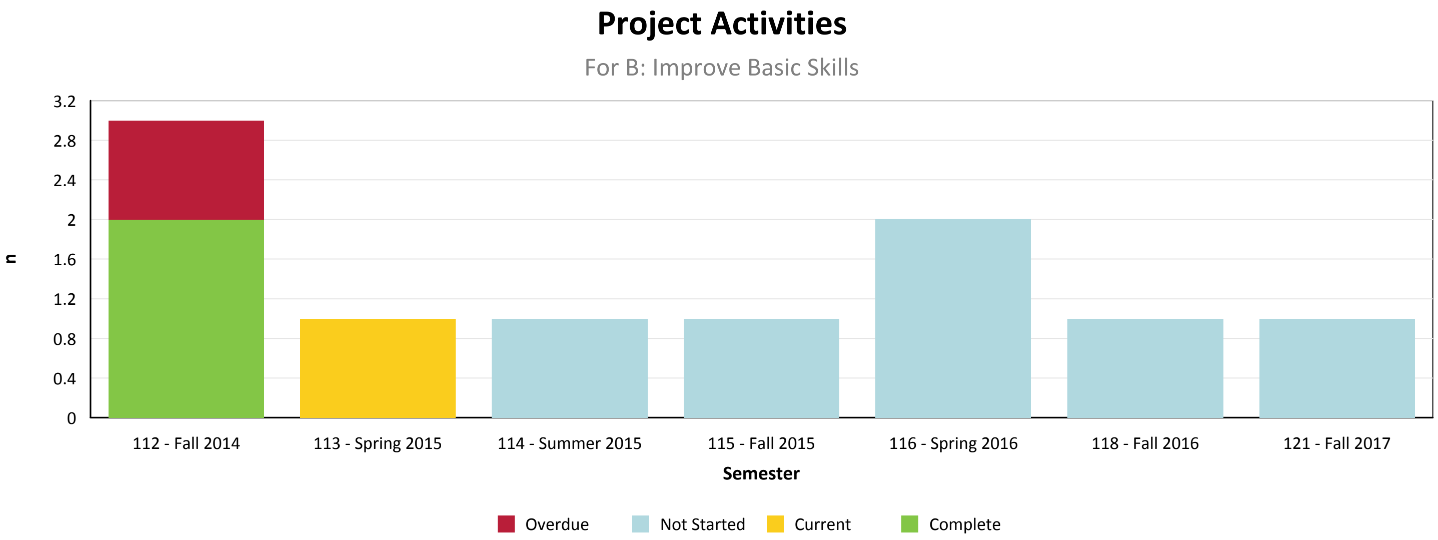
Deadline	Activity	
Spring 2015	Identify local IAB industries	Current
Spring 2016	Contact targeted partners	Not Started
Fall 2016	Hold first IAB meeting	Not Started

B: Improve Basic Skills

Plan Summary

		Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016	Fall 2016	Fall 2017
Summary for B: Improve Basic Skills		67% 3	0% 1	0% 1	0% 1	0% 2	0% 1	0% 1
Academics - Social & Behavioral Sciences	Develop Supplemental Instruction Program for History	0% 1	0% 1	0% 1	0% 1	0% 2		
Student Services - Umoja	Academic Support for Basis Skills and Transfer Courses	100% 2					0% 1	0% 1

Activity Status Chart



Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: Develop Supplemental Instruction Program for History (2.1 Support Underprepared Students) Incomplete

Development of a supplemental instruction program to provide students with additional support they need in writing and writing in History courses, which will improve student retention and success.

Deadline	Activity	
Fall 2014	Examine and assess previous SI models used	Overdue
Spring 2015	Develop pilot SI plan for AY 2015-2016	Current
Summer 2015	Recruit, hire and train SI leaders and faculty	Not Started
Fall 2015	Pilot SI for high risk courses.	Not Started
Spring 2016	Assess SI pilot from Fall 2015.	Not Started
Spring 2016	Run second pilot of SI	Not Started

Student Services - Umoja

Umoja Project: Academic Support for Basis Skills and Transfer Courses (2.1 Support Underprepared Students) Incomplete

Provided embedded tutoring and instructional assistants to provide ongoing academic support. This would include embedded tutoring, instructional assistants and group tutoring

Deadline	Activity	
Fall 2014	Hire Instructional Assistants	Complete
Fall 2014	Hire Embedded Tutors	Complete
Fall 2016	Hire Instructional Assistants	Not Started
Fall 2017	Hire Embedded Tutors	Not Started

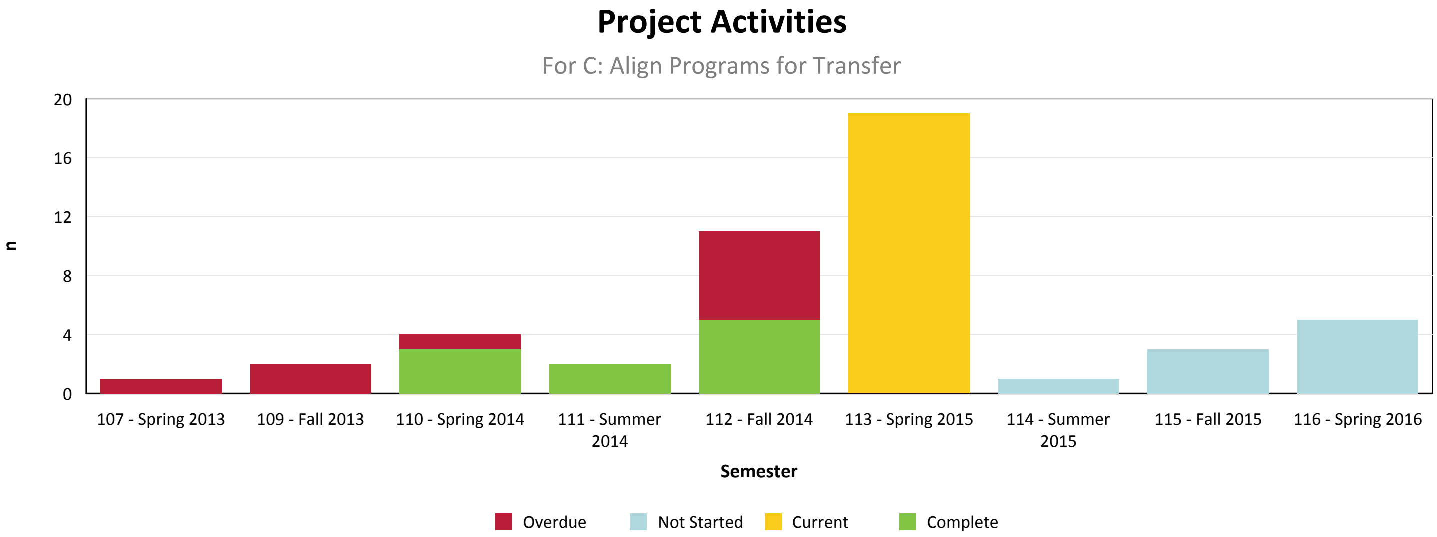
C: Align Programs for Transfer

Plan Summary

		Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Summary for C: Align Programs for Transfer		0% 1	0% 2	75% 4	100% 2	45% 11	0% 19	0% 1	0% 3	0% 5
Academics - Liberal Arts	AAT Studio Arts	0% 1	0% 1	0% 1						
	Emphasize reading and writing across artistic disciplines								0% 2	
	Prepare our students for successful Art transfer		0% 1				0% 2			
Academics - Mathematics and Science	Assessment Tool for Chem 010 and Chem 001					67% 3	0% 5	0% 1		
Academics - Social & Behavioral Sciences	Develop new courses, and/or new modalities in PSYCH									0% 4
	Expand ANTH curriculum					0% 1	0% 1			0% 1
	Expand online Anthropology offerings					0% 1	0% 5			
	Offer ANTH 1L (Physical Anthropology Lab)						0% 2		0% 1	
Administration - Research and Planning	Student Transfer Research Project			100% 2	100% 2	0% 1	0% 2			
Student Services - MESA	Apply for external funding			100% 1		100% 1	0% 1			

		Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Student Services - MESA	Establish and develop the MESA Capital Corridor Alliance					50% 2	0% 1			
Student Services - Puente	Counseling 068: University Transfer Success Class					0% 1				
	Puente Motivational Conference					100% 1				

Activity Status Chart



Academics - Liberal Arts

Liberal Arts Project: AAT Studio Arts (2.3 Support Transfer Students) Incomplete

Work with articulation officer to complete TMCs has revealed areas in which courses that should articulate to four-year schools have not been properly articulated. Changes to non-TMC degrees are made so that students achieving these degrees will qualify for the TMC degree as well, clarifying requirements for students and easing their pursuit of AA/ AA-T degree.

Deadline	Activity	
Spring 2013	Create AA-T degrees in Studio Arts and Art History.	Overdue
Fall 2013	Modify existing degrees	Overdue
Spring 2014	Modify course outlines and objectives	Overdue

All activities related to the project were completed in Spring 2014. The articulation officer has submitted all revisions to the Chancellor's Office. If the Chancellor's Office rejects as aspects of the revisions, then further modifications of courses and/or degrees will be necessary to complete the project. The art department took a survey of students in Spring 2014 to assess to what extent students were aware of the AA-T and AA degrees, and to assess their current degree goals. The department will survey the students again in a year, to determine the level of student awareness of, and desire to achieve, one of the six degrees offered by the department.

Once the TMC for graphic arts has been finalized, modifications will be made to that major to ensure alignment and proper sequencing of courses.

Liberal Arts Project: Emphasize reading and writing across artistic disciplines (1.3 Student Performance) Incomplete

Enhance language and communication skills by integrating basic skills across all artistic disciplines. Apply culturally- responsive teaching theories and practices to all aspects of language, analytical, and problem-solving skills.

Deadline	Activity	
Fall 2015	Incorporate challenging reading and writing assignments	Not Started
Fall 2015	Support student success in reading and writing assignments	Not Started

Liberal Arts Project: Prepare our students for successful Art transfer (2.3 Support Transfer Students) Incomplete

Support efficient progress through transfer series by ensuring adequate capacity in core art courses. The art disciplines are vital for re-entry students, seeking to gain traditional and technological skills related to visual literacy and creative problem-solving. Increase enrollment and retention.

Deadline	Activity	
Fall 2013	Eliminate repeatability and rename	Overdue
Spring 2015	Offer the gateway course Art 010 (Art Appreciation) online	Current
Spring 2015	Revise art program	Current

All courses are properly named, numbered, and sequenced. Once the TMC for graphic arts has been finalized, modifications will be made to that major to ensure alignment and proper sequencing of courses.

Mathematics and Science Project: Assessment Tool for Chem 010 and Chem 001 (2.1 Support Underprepared Students) Incomplete

Both Chem 010 and Chem 001 have a high drop rate (as high as 50%). Usually this is due to students not being prepared for the level of math and/or chemistry they are expected to know at the beginning of the course. Currently, the only prerequisites for these courses are a math course and a previous chemistry class. However, there is no time limit on how long ago the math and/or chemistry class were taken, nor the level of difficulty or depth of knowledge of the previous chemistry course. Thus, the chemistry faculty will develop an assessment tool for students planning to enroll in Chem 010 and Chem 001. This guidance tool will help the counseling office place the students in the appropriate chemistry class.

Deadline	Activity	
Fall 2014	Develop the assessment tool	Complete
Fall 2014	Deliver assessment tool	Complete
Fall 2014	Tools returned	Overdue
Spring 2015	Final student Fall term grades	Current
Spring 2015	Deliver assessment tool	Current
Spring 2015	Tools returned	Current
Spring 2015	Meet with counselors and deliver assessment tool	Current
Spring 2015	Final student Spring term grades	Current
Summer 2015	Meet with counselors and deliver revised assessment tool	Not Started

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: Develop new courses, and/or new modalities in PSYCH (2.3 Support Transfer Students) Incomplete

Assess current curriculum to modify courses, develop new courses, and/or new modalities

Deadline	Activity	
Spring 2016	Develop PSYC 20 for online/hybrid course.	Not Started
Spring 2016	Develop PSYC 6 on-line	Not Started
Spring 2016	PSYC 010: Course Modification from PSYC of Women to PSYC of Gender	Not Started
Spring 2016	Revision of PSYC 5 to reflect changes in DSM	Not Started

Social & Behavioral Sciences Project: Expand ANTH curriculum (2.3 Support Transfer Students) Incomplete

Increase retention rates by keeping Anthropology students on campus (rather than lose them to other CCs), increase enrollment of new students by offering interesting courses.

Deadline	Activity	
Fall 2014	Write/submit curriculum for Linguistics	Overdue
Spring 2015	Write/submit curriculum for Anthropology of Religion	Current
Spring 2016	Write/submit curriculum for Primate Socioecology	Not Started

Social & Behavioral Sciences Project: Expand online Anthropology offerings (2.3 Support Transfer Students) Incomplete

Increase enrollment by reaching students through Distance Education

Deadline	Activity	
Fall 2014	Modify ANTH 2	Overdue
Spring 2015	Curriculum approval of ANTH 2	Current
Spring 2015	instructor trained in Canvas	Current
Spring 2015	instructor produces ANTH 2 Canvas shell	Current
Spring 2015	ANTH 2 Canvas shell approved by DE Committee	Current
Spring 2015	Online ANTH 2 offered	Current

Social & Behavioral Sciences Project: Offer ANTH 1L (Physical Anthropology Lab) (2.3 Support Transfer Students) Incomplete

Add a tangible dimension to ANTH 1 (Physical Anthropology), offer another science lab course, better prepare students for transfer

Deadline	Activity	
Spring 2015	Find a suitable classroom	Current
Spring 2015	Catalogue previously-purchased lab materials	Current
Fall 2015	Offer ANTH 1L	Not Started

Administration - Research and Planning

Research and Planning Project: Student Transfer Research Project (4.1 Support Institutional Effectiveness) Incomplete

Examine student transfer pathways between SCC and other higher education institutions. Try to gain access to NSC data and also look at what HS data is available in Banner

Deadline	Activity	
Spring 2014	Collect Transfer Data	Complete
Spring 2014	Decide on required data	Complete
Summer 2014	Add data to Academic PR	Complete
Summer 2014	Download HS data from Banner	Complete
Fall 2014	Overall Report Design	Overdue
Spring 2015	Publish Reports	Current
Spring 2015	Present to Academic Senate	Current

Student Services - MESA

MESA Project: Apply for external funding (2.3 Support Transfer Students) Incomplete

External funding will be pursued to support the MESA program at Solano Community College. The program is currently an unendowed program and receives no funding from the University of California Office of the President (UCOP). There are 13 components of the MESA program; some components require funding to fully satisfy the components.

Deadline	Activity	
Spring 2014	Identify eligible funding	Complete
Fall 2014	Apply for NSF STEM Grant	Complete
Spring 2015	Apply for TRIO SSS Grant	Current

MESA Project: Establish and develop the MESA Capital Corridor Alliance (2.3 Support Transfer Students) Incomplete

The alliance is modeled after the San Diego MESA Alliance that allows members to develop projects and outreach that is coordinated between the different centers.

Deadline	Activity	
Fall 2014	Attend meeting with potential alliance members.	Complete
Fall 2014	2. Establish objectives for the alliance	Overdue
Spring 2015	Hold first event that is organized through the alliance	Current

Student Services - Puente

Puente Project: Counseling 068: University Transfer Success Class (2.3 Support Transfer Students) Incomplete

Provides students with a concrete plan for understanding and succeeding in transferring to a four-year college or university.

Deadline	Activity	
Fall 2014	COUN 068	Overdue

Awaiting puente clerical assistant to help track phase 3 students (second year students who successfully completed the first year of Puente classes).

Puente Project: Puente Motivational Conference (2.1 Support Underprepared Students) Complete

Provide transfer and motivational information for students in Puente Program

Deadline	Activity	
Fall 2014	Participate in Puente Transfer Motivational Conference	Complete

Puente students successfully participated in the Puente Transfer Motivational Conference at UC Davis on Sept. 20, 2014.

D: Reduce Achievement Gaps

Plan Summary

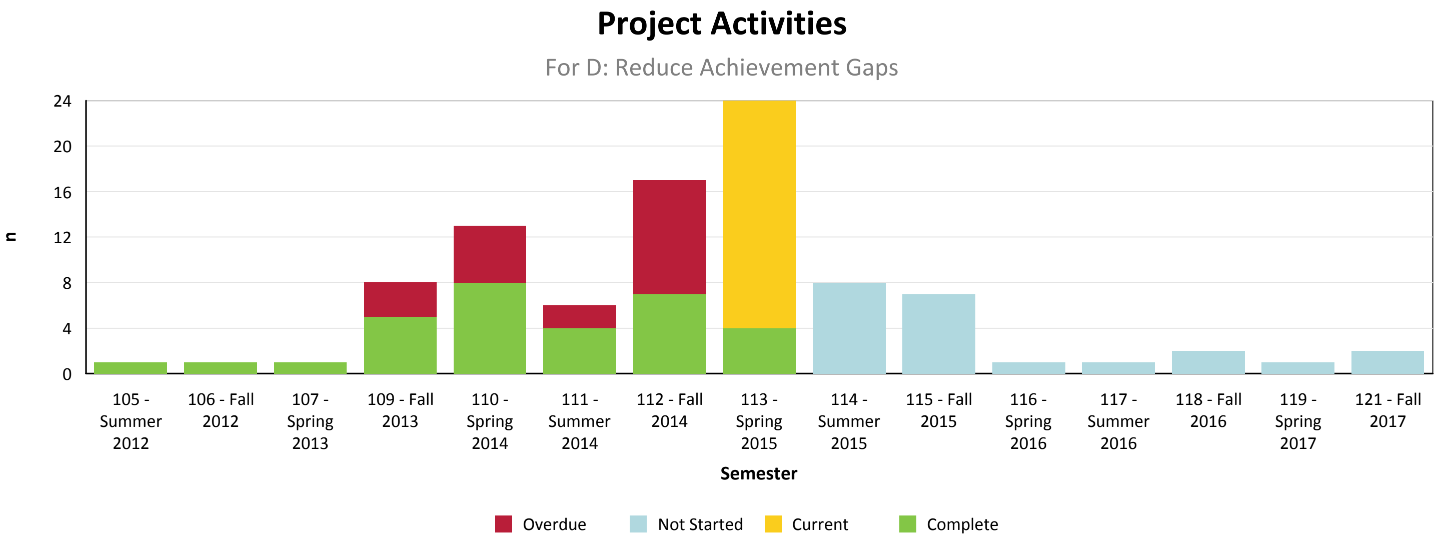
		Summer 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016	Summer 2016
Summary for D: Reduce Achievement Gaps		100% 1	100% 1	100% 1	63% 8	62% 13	67% 6	41% 17	17% 24	0% 8	0% 7	0% 1	0% 1
Academics - Health Sciences	Recruit and Hire diverse faculty						100% 2				0% 1		
	Summer Bridge for Nursing					0% 2	0% 1						
Academics - Mathematics and Science	Computer Access for Chemistry Students					0% 1		0% 1	0% 5		0% 1		
	Embedded Tutors in Basic Skills Math							0% 2					
	Improve placement of math students							100% 1	100% 1				
Academics - Social & Behavioral Sciences	Program Level Assessments for AS-T in ECE							0% 3					
	Technology in PSYCH								0% 1			0% 1	
Administration - Research and Planning	Analyse SARS Data								0% 1	0% 1	0% 1		
	Follow up student survey												0% 1
Student Services - Admissions and Records	DegreeWorks Implementation				100% 1			100% 3	0% 3	0% 1	0% 2		

Fall 2016	Spring 2017	Fall 2017
0% 2	0% 1	0% 2
0% 1		
0% 1	0% 1	0% 2

		Summer 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016	Summer 2016
Student Services - CalWorks	CalWORKs Stars Project Book							0% 1	0% 2				
Student Services - Counseling	Develop plan for addressing Ed Planning mandate of				33% 3			100% 1					
	Online Access to Student Ed Plans				0% 1	0% 1	0% 1						
Student Services - EOPS Program	EOPS and CARE Data Collection						100% 2	100% 1		0% 2			
	Increase the retention and persistence rates of continuing EOPS				100% 1	100% 5		50% 2	29% 7	0% 3	0% 2		
Student Services - Financial Aid	SAP 101	100% 1	100% 1	100% 1		100% 1							
Student Services - MESA	Develop Academic Excellence Workshops							0% 1	0% 2	0% 1			
Student Services - Puente	Puente Clerical Support					0% 1							
Student Services - Tutoring	Tutor Training Series 2013				100% 2	100% 1							
	Tutor Training Series 2014							0% 1					
Student Services - Umoja	Curriculum Enhancement					100% 1			50% 2				

											Fall 2016
											Spring 2017
											Fall 2017

Activity Status Chart



Academics - Health Sciences

Health Sciences Project: Recruit and Hire diverse faculty (1.2 Teaching Environment) Incomplete

Have a positive impact and increase student success, retention and program completion and address the achievement gap.

Deadline	Activity	
Summer 2014	Hiring Committee Established	Complete
Summer 2014	Candidates Selected and Interviewed	Complete
Fall 2015	Cultural Competence Training for Faculty	Not Started

Health Sciences Project: Summer Bridge for Nursing (1.3 Student Performance) Incomplete

This course has been designed, in collaboration between nursing, science and mathematics departments, to reduce gaps in achievement and increase student performance in the nursing program.

Deadline	Activity	
Spring 2014	Discuss implementation	Overdue
Spring 2014	Schedule meeting	Overdue
Summer 2014	Offer Course	Overdue

Mathematics and Science Project: Computer Access for Chemistry Students (2.1 Support Underprepared Students) Incomplete

The chemistry department has several chemistry tutorial programs that are installed on the computers in the chemistry laboratories at the main campus. However, students do not have access to these programs outside of class. Also, chemistry students often need a quiet place to study, to work with their lab groups or a place to do their chemistry online homework. Many students desire to use the chemistry tutorials and need a place to work together to develop a community or study group which will help them to succeed. To help students achieve access to reliable computers and the chemistry tutorials and software, the chemistry faculty will develop resources and funding to allow faculty to facilitate "open lab" hours so that students can access the computers in the chemistry laboratories when the labs are not in use for a class and to provide a quiet place to study and do homework. They will also work with IT to install these programs on the computers at the library and the Academic Success Center and both the Vacaville and Vallejo centers.
Furthermore, the chemistry software is becoming outdated and is no longer supported. Chemistry faculty will research other possible chemistry tutorial software programs.

Deadline	Activity	
Spring 2014	Write a grant	Overdue
Fall 2014	Faculty start open lab hours for students	Overdue
Spring 2015	Chemistry software installed on library computers	Current
Spring 2015	Chemistry software installed on Vacaville computers	Current
Spring 2015	Chemistry software installed on Vallejo computers	Current
Spring 2015	Chemistry software installed	Current
Spring 2015	Re-submit grant	Current
Fall 2015	Research other possible Chemistry tutorial programs	Not Started

Mathematics and Science Project: Embedded Tutors in Basic Skills Math (2.1 Support Underprepared Students) Incomplete

Eight embedded tutors (not including the ones who worked in the First Year Experience classes) were hired for spring and fall 2014 and they've working with eleven different instructors. The tutors were recommended by instructors and had passed the course with an A or B. The embedded tutors have worked in math 310-arithmetic, math 320-prealgebra, math 330A and B, math 330-beginning algebra and math 104-intermediate algebra (online.)

Deadline	Activity	
Fall 2014	Recruit successful students	Overdue
Fall 2014	Hire and train embedded tutors.	Overdue

Mathematics and Science Project: Improve placement of math students (2.1 Support Underprepared Students) Awaiting Evaluation

Two reasons students are not successful in math classes is that they begin in a math class for which they are not prepared and/or they have an unreasonable expectation of the effort required to learn math successfully. The new course will address both issues.

Deadline	Activity	
Fall 2014	Write the new course	Complete
Spring 2015	Prepare to offer the course	Complete

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: Program Level Assessments for AS-T in ECE (1.3 Student Performance) Incomplete

Deadline	Activity	
Fall 2014	Revise PLOs for AS-T degree; create a curriculum map	Overdue
Fall 2014	Devise assessment measures for PLOs	Overdue
Fall 2014	Assess the PLOs for the AS-T degree	Overdue

Social & Behavioral Sciences Project: Technology in PSYCH (1.3 Student Performance) Incomplete

Increase use of technology in course delivery and assessment

Deadline	Activity	
Spring 2015	Canvas Training for faculty	Current
Spring 2016	Use Launchpad for PSYC 1	Not Started
Fall 2016	Clickers in PSYCH	Not Started

Administration - Research and Planning

Research and Planning Project: Analyse SARS Data (4.1 Support Institutional Effectiveness) Incomplete

Download all SARS data, organize and compare student success rates

Deadline	Activity	
Spring 2015	Connect to Student Success tables	Current
Summer 2015	Design report	Not Started
Fall 2015	Download SARS Data	Not Started

Research and Planning Project: Follow up student survey (4.1 Support Institutional Effectiveness) Incomplete

As a follow up to the Fall 2014 student survey we need to reissue the survey and examine changes over time

Deadline	Activity	
Summer 2016	Look for minor survey changes	Not Started
Fall 2016	Issue Survey	Not Started
Spring 2017	Complete initial analysis	Not Started
Fall 2017	Complete comprehensive analysis	Not Started
Fall 2017	Present to relevant groups	Not Started

Student Services - Admissions and Records

Admissions and Records Project: DegreeWorks Implementation (2.3 Support Transfer Students) Incomplete

DegreeWorks is an academic advising, degree audit, and transfer articulation tool that will aid students and counselors in successfully navigating degree and certificate rquirements, thereby contributing to student success and equity. Implementation of DegreeWorks is included in the following major institutional plans: Ed Master Plan, Student Equity Plan, and Student Success and Support Program (SSSP) Plan

Deadline	Activity	
Fall 2013	Catalog 2012-13 Authentication	Complete
Fall 2014	Catalog 2013-14 Authentication	Complete
Fall 2014	Scribe 2013-14 in Banner	Complete
Fall 2014	All Counseling DegreeWorks Demo	Complete
Spring 2015	DegreeWorks Testing	Current
Spring 2015	DegreeWorks Soft "Go Live"	Current
Spring 2015	Authenticate 2014-15 Catalog	Current
Summer 2015	Scribe 2014-15 Catalog	Not Started
Fall 2015	Input Transfer Data	Not Started
Fall 2015	DegreeWorks Go Live	Not Started

Student Services - CalWorks

CalWorks Project: CalWORKs Stars Project Book (2.1 Support Underprepared Students) Incomplete

An annual CalWORKs Stars project book

Deadline	Activity	
Fall 2014	Meet with CalWORKs student reps	Overdue
Spring 2015	Identify CalWORKs author	Current
Spring 2015	Hire Photographer	Current

Feedback from Solano County Partners and SCC Community.

Student Services - Counseling

Counseling Project: Develop plan for addressing Ed Planning mandate of Student Success Initiative (2.4 Improve access) Incomplete

With the Summer 2014 and Fall 2015 registration cycle, new students must have completed educational planning with at least two semesters planned. This project will see that incoming Solano HS students will have the opportunity to complete the ed plan.

Deadline	Activity	
Fall 2013	Schedule COUN 101 sections for Springn 2014	Complete
Fall 2013	Counselors will review COUN 101 curriculum and develop draft syllabus.	Overdue
Fall 2013	Assign Counselors to sections of COUN 101	Overdue
Fall 2014	Discuss with counselors the idea of using COUN 101 as the means to address student Ed Plan needs.	Complete

Counseling Project: Online Access to Student Ed Plans (1.3 Student Performance) Incomplete

Develop online access to educations plans for students.

Deadline	Activity	
Fall 2013	Check with Solano IT staff to determine current capabilities	Overdue
Spring 2014	Explore Degree Works Option	Overdue
Summer 2014	Implementation of electronic Ed Plans	Overdue

EOPS Program Project: EOPS and CARE Data Collection (2.1 Support Underprepared Students) Incomplete

Develop criteria with Peter to collect data on students served in the EOPS and CARE Programs.

Deadline	Activity	
Summer 2014	Provide criteria for data to be collection.	Complete
Summer 2014	Make sure data that is submitted to Chancellor's Office matches the data from Research and Planning	Complete
Fall 2014	Continue to review the EOPS and CARE Data	Complete
Summer 2015	Continue data collection with Research and Planning to improve the data that has been collected.	Not Started
Summer 2015	Find means to track EOPS students that are transferring to four year college or universities	Not Started

Report has been generated and the statistical information regarding the demographics of the EOPS Program are now available. Continuous review of the data to be conducted to determine accurately this project.

EOPS Program Project: Increase the retention and persistence rates of continuing EOPS students (2.1 Support Underprepared Students) Incomplete

The EOPS Program will continue working with EOPS students that are or at risk and on academic probations during the 2013-14 academic year. The EOPS Program will also continue to work with EOPS students that have encourtered "academic challenges" during the prior semester by offering "probation and academic" workshops. Monthly meetings with students will be required to monitor student's progress.

Deadline	Activity	
Fall 2013	EOPS Mutual Responsibility Contract accessible on the EOPS website	Complete
Spring 2014	EOPS "probation and academic" workshops	Complete
Spring 2014	Monthly monitoring of EOPS students on "probation"	Complete
Spring 2014	EOPS News Bulletin	Complete
Spring 2014	EOPS Lab	Complete
Spring 2014	EOPS Registration Lab	Complete
Fall 2014	EOPS students encouraged to attend the Financial Literacy Workshop	Overdue
Fall 2014	EOPS Staff Retreat	Complete
Spring 2015	E-Blast communications to EOPS students	Complete
Spring 2015	Basic Skills tutoring for EOPS students (Math and English)	Complete
Spring 2015	Track how many students are using the EOPS Lab	Current
Spring 2015	Continue to develop efficient means of communication for EOPS students	Current
Spring 2015	EOPS workshops for students at risk	Current
Spring 2015	EOPS Library track usage of textbooks requested from students	Current
Spring 2015	Continue EOPS Registration Lab	Current
Summer 2015	EOPS Facebook discussion to work on a page for EOPS students to obtain information	Not Started
Summer 2015	EOPS Bridge students will learn how to navigate, program requirements, and other services fall & spr	Not Started
Summer 2015	EOPS bus tours for EOPS students planning to transfer 14-15 three visitts	Not Started
Fall 2015	Classes for EOPS and CARE students 2 eight week sessions to help "at risk" students	Not Started
Fall 2015	Request and obtain a larger space for EOPS and FYSI students with computers	Not Started

Developed an "Early Alert" Progress Report function during the Spring 2014 semester. Basic Skills English and Math Professors contacted. Reponses from professors lead EOPS Program to contact students early to refer them or offer the Basic Skills tutoring.

EOPS Program established an EOPS Lab with computers and printer for EOPS students to use.

Student Services - Financial Aid

Financial Aid Project: SAP 101 (2.5 Effective Enrollment Management) Complete

Satisfactory Academic Progress (SAP) awareness for Student Services areas.

Deadline	Activity	
Summer 2012	Umoja Presenation	Complete
Fall 2012	Board Presentation	Complete
Spring 2013	Presentation to Counseling Staff	Complete
Spring 2014	Student Forum	Complete

FA attended all scheduled orientations and information was well received by students.

Student Services - MESA

MESA Project: Develop Academic Excellence Workshops (2.1 Support Underprepared Students) Incomplete

Develop Academic Excellence Workshops for Math and Science classes that have a high fail rate. Academic excellence workshops (AEW's) are supplemental instruction workshops that assist students to succeed in math and science courses. These workshops will be run by a student, who has been successful in the class (received an A or B in the class), and will be attended by 5-8 students currently taking the class.

Deadline	Activity	
Fall 2014	Determine AEW Classes	Overdue
Spring 2015	Identify the AEW leaders and students	Current
Spring 2015	Hold the first AEW meeting	Current
Summer 2015	Assess AEW effectiveness	Not Started

Student Services - Puente

Puente Project: Puente Clerical Support (2.1 Support Underprepared Students) Incomplete

Provide clerical support for Puente as identified in MOU

Deadline	Activity	
Spring 2014	Dedicated assistant	Overdue

Student Services - Tutoring

Tutoring Project: Tutor Training Series 2013 (2.1 Support Underprepared Students)		Complete

Expand training for new and continuing tutors to cover specific subject areas such as English, CME Test preparation, and Mathematics. The goal of this training is to ensure uniformed information is taught to students being tutored (also called tutees).

Deadline	Activity	
Fall 2013	Tutor Practicum Course	Complete
Fall 2013	Basic Subject Training for Tutors	Complete
Spring 2014	Faculty Mentor/Tutor Program	Complete

Participation successful in the practicum class, course subject training, and faculty-mentor program activities. Evaluations from Tutees indicate peer tutors have a good command of the subject matter to provide academic support. See end of semester evaluation comments below from students that used tutoring services at the main campus and the centers:

Eval comments:
** Tutors have been most helpful and I don't think I would be passing this class without my tutor at the Vacaville campus.*
** Tutor was helpful in explaining subject in a more simplified way. He did his best in using my learning style.*
** My tutor was very helpful. She made me understand why we do editing of the paper. She asked me questions related to the writing process. She emphasized about using my own words.*
** The tutors for Math and English were well informed on the subject, very patient in making sure you understand the process of working Math problems and with English very detailed in how you should write your papers, citing all your sources, understanding how to write using differenct techniques; who, what, where, when, why and how. They are great tutors at the Vallejo campus.*
** I don't know how I would have passed without help from my tutor. She explained things in a way I could understand and made sure I understood before we were done.*
** The Tutoring Center is the most valuable resource for learning material in my classes. The Tutoring Center has helped me get better grades.*

Tutoring Project: Tutor Training Series 2014 (2.1 Support Underprepared Students)		Incomplete

Deadline	Activity	
Fall 2014	Tutor Practicum Class	Overdue

Student Services - Umoja

Umoja Project: Curriculum Enhancement (1.3 Student Performance) Incomplete

Establish cohorts for the second year Umoja students for GE courses. This will provide continuity across the curriculum.

Deadline	Activity	
Spring 2014	Summer and Winter Bridge	Complete
Spring 2015	Establish Math Cohorts	Complete
Spring 2015	Establish GE Cohorts	Current

E: Strengthen Program Development

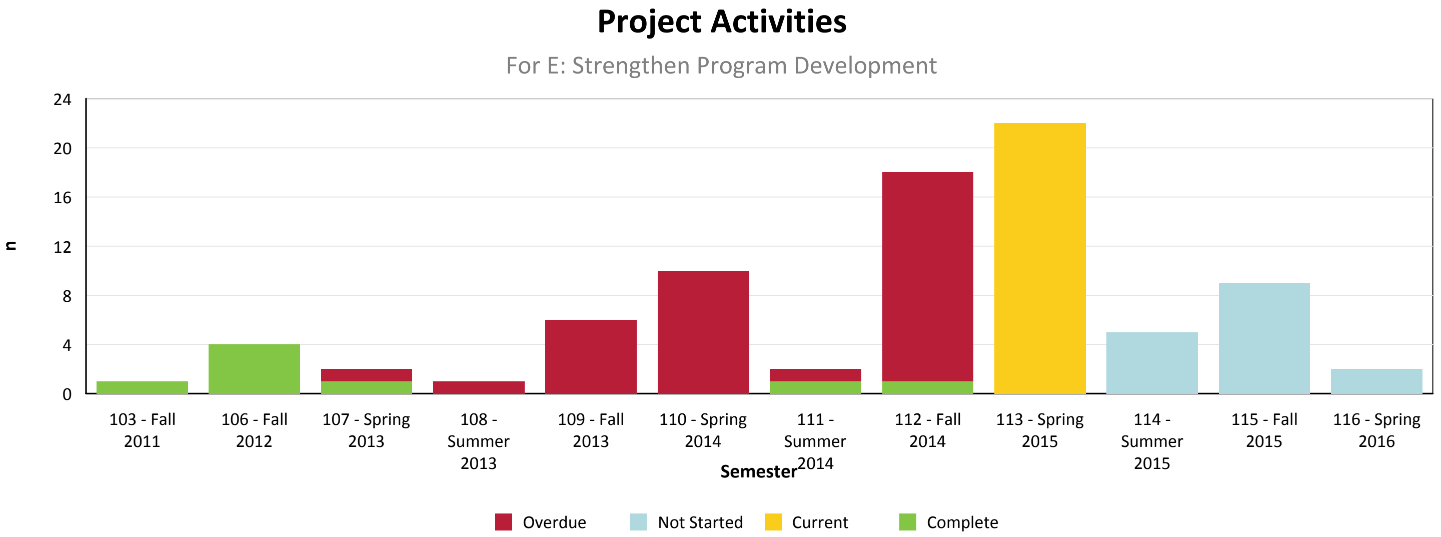
Plan Summary

		Fall 2011	Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Summary for E: Strengthen Program Development		100% 1	100% 4	50% 2	0% 1	0% 6	0% 10	50% 2	6% 18	0% 22	0% 5	0% 9	0% 2
Academics - Applied Technology & Business	Revise Graphic arts degree and potentially develop Graphic Arts											0% 1	
Academics - Health Sciences	Hire full-time faculty Allied Health						0% 1						
	Sports Medicine AS Degree					0% 4	0% 1	0% 1					
Academics - Liberal Arts	Address an assessed need for a full-time, multidisciplinary								0% 1				
	Collaborate with campus publicity and outreach agencies						0% 1		0% 1				
	Continue to promote cross-discipline/cross-media experiences								0% 2				
	Emphasize visual literacy						0% 1		0% 1			0% 1	
	Focus on student professional development for Art									0% 2		0% 1	
	Increase multicultural course offerings in Art			100% 1	0% 1					0% 1	0% 1		
	Increase security features in 1300 building;									0% 3			

		Fall 2011	Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Academics - Liberal Arts	Increase storage capacity in 1300 building									0% 1			
Academics - Mathematics and Science	Biology – Pre-Allied Health Liaison								0% 2	0% 1	0% 1		
	Biology FT Hire						0% 1						
	Chemistry Full Time Faculty Replacement								0% 2	0% 3			
	Develop a transferable Geography Degree.						0% 2		0% 1				
	Development of Agriculture Technology and								0% 1	0% 1		0% 1	0% 1
	Horticulture Facility Outlaying Area Rework								0% 2	0% 2			0% 1
	Incorporate new technology into curriculum						0% 1		0% 1				
	Planning for the STEM Learning Center								0% 1	0% 1	0% 1	0% 1	
Academics - Social & Behavioral Sciences	Assess Course Offerings								0% 1	0% 2			
	CDFS Faculty Resource Guide			0% 1		0% 1				0% 1			
	Child Development and Family Studies Faculty Hiring					0% 1	0% 2						

		Fall 2011	Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Academics - Social & Behavioral Sciences	Sociology Lab									0% 1		0% 4	
Administration - Research and Planning	Add interactive data web pages	100% 1	100% 4										
	SLO Database Redesign							100% 1	0% 1	0% 1	0% 1		
Student Services - Childrens Program	Full inclusion program								100% 1				
Student Services - MESA	Staffing Analysis									0% 2	0% 1		

Activity Status Chart



Academics - Applied Technology & Business

Applied Technology & Business Project: Revise Graphic arts degree and potentially develop Graphic Arts certificate program (2.2 Update and Stregthen CTE) Insure industry validation and CTE compliance of the Graphic Arts program. Incorporate relevant national certifications into curriculum to insure employability of career and technical graduates. Provide continuing education opportunities where such training is most likely to advance individual careers and strengthen the regional workforce.		Incomplete

Deadline	Activity	
Fall 2015	Upon finalization of Graphic Arts TMC	Not Started

Academics - Health Sciences

Health Sciences Project: Hire full-time faculty Allied Health (2.5 Effective Enrollment Management) Incomplete

In consideration of the retirement of currently employed professors, we will work towards hiring new full-time and adjunct faculty to maintain student access and the quality of the instructional program.

Deadline	Activity	
Spring 2014	Convene hiring	Overdue

Health Sciences Project: Sports Medicine AS Degree (2.5 Effective Enrollment Management) Incomplete

To update the curriculum of the degree to meet the changes of accreditation required by the National Athletic Trainers Association

Deadline	Activity	
Fall 2013	Research curriculum changes	Overdue
Fall 2013	Discuss PLO’s/SLO’s/program review	Overdue
Fall 2013	Write curriculum to match TMC Kin	Overdue
Fall 2013	Update Catalogue	Overdue
Spring 2014	Hire Certified athletic trainer faculty	Overdue
Summer 2014	Live with new changes and hire	Overdue

Academics - Liberal Arts

Liberal Arts Project: Address an assessed need for a full-time, multidisciplinary computer lab tech position (1.1 Student Learning Environment) Incomplete

SLO and PLO assessments have indicated a need for student support in graphic art and printmaking lab. Safety and security issues are anticipated, without a dedicated, full-time lab tech.

Deadline	Activity	
Fall 2014	Create a strategic proposal	Overdue

Liberal Arts Project: Collaborate with campus publicity and outreach agencies (2.5 Effective Enrollment Management) Incomplete

Advertise and market SCCD to strengthen local awareness of the college's location and offerings.

Deadline	Activity	
Spring 2014	Participate in "Celebrate SCC" event	Overdue
Fall 2014	Host an event	Overdue

Liberal Arts Project: Continue to promote cross-discipline/cross-media experiences (1.3 Student Performance) Incomplete

Increase student access and improve enrollment numbers. Increase student access and improve opportunities for workforce readiness. Clarify for students their employment opportunities, and the foundational training they need to be desirable to employers and competitive in the field.

Deadline	Activity	
Fall 2014	Schedule printmaking classes	Overdue
Fall 2014	Conduct a demonstration	Overdue

Liberal Arts Project: Emphasize visual literacy (1.3 Student Performance) Incomplete

Prepare students for job placement and for transfer to four-year institutions. Our main focus is to build critical thinking skills to make our students competitive
in the job market and prepared for the rigors of further education at UC, CSU, or other institutions of higher learning.

Deadline	Activity	
Spring 2014	Emphasize Foundations courses	Overdue
Fall 2014	Scaffold assignments	Overdue
Fall 2015	Emphasize diverse visual multicultural sources	Not Started

Liberal Arts Project: Focus on student professional development for Art students (1.1 Student Learning Environment) Incomplete

Students need to be exposed to professional art avenues in order to plan their future careers in the arts. Students with specific training in professionalism in the arts will be more successful, both in transferring to four-year institutions and as art professionals.

Deadline	Activity	
Spring 2015	Create a calendar	Current
Spring 2015	Use portfolio reviews	Current
Fall 2015	Have at least one visiting artist lecture, workshop, and/or studio visit offered each semester	Not Started

Liberal Arts Project: Increase multicultural course offerings in Art (1.1 Student Learning Environment) Incomplete

Align and coordinate curriculum with college and university programs; support Transfer Model Curriculum, in which C-ID descriptors exist for both Art 003A and Art 003B (but not Art 003). Apply culturally responsive teaching theories and practices to all aspects of basic skills instructional programs and services. Offer regional field trips and targeted course assignments to increase multiculturalism within course offerings.

Deadline	Activity	
Spring 2013	Create Art 003A and Art 003B	Complete
Summer 2013	Include a field trip	Overdue

Spring 2015	Include readings and assignments	Current
Summer 2015	Hire adjunct art history instructor(s)	Not Started

Art 003A and Art 003B are now active courses; Art 003B will be offered in Spring 2015. The field trip to view Diego Rivera's murals was made in Summer 2013, and will be a regular activity in future Art 030B classes. In addition to Art 012 (Diverse Artists), which focuses on multiculturalism in American art, readings and assignments in Art 002 (survey of Western art history) have been updated to include multicultural components.

Liberal Arts Project: Increase security features in 1300 building; (1.1 Student Learning Environment) Incomplete

Increased security is needed to ensure ADA compliance, protect existing costly equipment vital to student learning, and expand learning opportunities for students.

Deadline	Activity	
Spring 2015	Purchase security camera for gallery.	Current
Spring 2015	Purchase locks for graphics lab computers.	Current
Spring 2015	Purchase lock for graphics lab door that is key-coded and alarmed.	Current

Liberal Arts Project: Increase storage capacity in 1300 building (1.1 Student Learning Environment) Incomplete

Increased storage is needed to ensure ADA compliance, protect existing costly equipment vital to student learning, and expand learning opportunities for students.

Deadline	Activity	
Spring 2015	Purchase waterproof, lockable storage container.	Current

Academics - Mathematics and Science

Mathematics and Science Project: Biology – Pre-Allied Health Liaison () Incomplete

To open and maintain a line of communication between the two entities with regard to specific curricular/class content issues, prerequisites, performance evaluation, student satisfaction and retention, student success

Deadline	Activity	
Fall 2014	Committee Selection	Overdue
Fall 2014	Scheduling, agendas, organization of committee	Overdue
Spring 2015	Committee meetings	Current
Summer 2015	Serial review of specific topics	Not Started

Mathematics and Science Project: Biology FT Hire (1.3 Student Performance) Incomplete

In consideration of the retirement of currently employed professors, we will work towards hiring new full-time and adjunct faculty to maintain student access and the quality of the instructional program.

Deadline	Activity	
Spring 2014	Convene Committee	Overdue

Mathematics and Science Project: Chemistry Full Time Faculty Replacement (1.1 Student Learning Environment) Incomplete

Replace retiring faculty member to maintain a minimum of six full-time faculty.

Deadline	Activity	
Fall 2014	Gather the data for the hiring request	Overdue
Fall 2014	Submit hiring request to dean and administration	Overdue
Spring 2015	Create hiring committee	Current
Spring 2015	First Interviews	Current
Spring 2015	Complete hiring process	Current

Mathematics and Science Project: Develop a transferable Geography Degree. (2.3 Support Transfer Students) Incomplete

Increase transfer opportunities for students.

Deadline	Activity	
Spring 2014	Modify course descriptions	Overdue
Spring 2014	Complete the paperwork	Overdue
Fall 2014	AA Transfer Degree in Geography	Overdue

Mathematics and Science Project: Development of Agriculture Technology and Science Program (2.5 Effective Enrollment Management) Incomplete

Chapter 9 A1 of the EMP calls for an Agricutlure and Food Science Center. As SCC doesn't have an agriculture program. The first step is to establish such a program. This project to develop an Agriculture Technology and Science Program (TOP 0101.00). The project includes developing new courses, modifying existing ones and creating the program.

Deadline	Activity	
Fall 2014	Program Description and outline	Overdue
Spring 2015	Course developments	Current
Fall 2015	Course implementation	Not Started
Spring 2016	Approval of the program by the Chancellor's office.	Not Started

Mathematics and Science Project: Horticulture Facility Outlaying Area Rework (3.1 Respond to Community Needs) Incomplete

Chapter 9 A1 of the EMP calls for an Agriculture and Food Science Center. The Horticulture Department is in the process of creating an Agriculture Program. The Horticulture Facility Outlaying Area Rework would incorporate many areas that would support A1 of the EMP. The rework would consist of a sustainable agriculture area, botanical garden, museum/event center, farmer's market area, and increased area for community gardens and adaptive horticulture. The adaptive horticulture area would be enlarged and would have a viticulture area to support the Agriculture program and with the increase in garden beds for Adaptive there would be more vegetables crops grown for use in a Food Science Center and also for sale in a Farmer's Market venue.

Deadline	Activity	
Fall 2014	Horticulture Facility Outlaying Rework drawing of new areas	Overdue
Fall 2014	Presentation to Board of Trustees	Overdue
Spring 2015	Investigation of existing utilities and recommendation for implementation of new areas	Current
Spring 2015	Investigation of community support for project	Current
Spring 2016	Start of demolition, construction, and opening of facility to public	Not Started

Mathematics and Science Project: Incorporate new technology into curriculum (1.1 Student Learning Environment) Incomplete

Give students new learning opportunities in the latest technologies in Geology.

Deadline	Activity	
Spring 2014	New technology is being used in Geology	Overdue
Fall 2014	New Google Earth lab	Overdue

Mathematics and Science Project: Planning for the STEM Learning Center (1.3 Student Performance) Incomplete

Chapter 9 of the EMP calls for a STEM Center. This is a planning project for the center. The STEM Learning Center serves two purposes: 1) providing additional academic learning opportunities for student success; and 2) building a campus community for STEM students in which students can network and socialize. The plan developed in this project will be incorporated into the new Science Building plan.

The STEM-LC will be staffed by STEM faculty and student tutors to help students in math, sciences and engineering. Space will be provided for individual study or group activities.

It is anticipated that the center will be able to support itself by generating Positive Attendance (PA) FTES.

Deadline	Activity	
Fall 2014	Visit other colleges with a STEM-LC	Overdue
Spring 2015	Research on how PA	Current
Summer 2015	Study the feasibility of creating non-credit open-lab or learning community for the center	Not Started
Fall 2015	Draft a plan for the STEM-LC.	Not Started

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: Assess Course Offerings (2.5 Effective Enrollment Management) Incomplete

Analyze enrollment data to determine appropriate adjustments and/or modifications to History department schedule and develop two year schedule to improve student access to courses and facilitate completion of AD-T's.

Deadline	Activity	
Fall 2014	Obtain Tableau software and arrange for training	Overdue
Spring 2015	Use Tableau to examine enrollment data and trends.	Current
Spring 2015	Construct two year schedule of courses	Current

Social & Behavioral Sciences Project: CDFS Faculty Resource Guide (1.2 Teaching Environment) Incomplete

A consolidated handbook for new faculty , both full -and part-time to learn about resources, policies of our CDFS department

Deadline	Activity	
Spring 2013	Interview current faculty and admin	Overdue
Fall 2013	Create topic areas and add the information	Overdue
Spring 2015	Editing and collation into a handbook.	Current

Social & Behavioral Sciences Project: Child Development and Family Studies Faculty Hiring (2.5 Effective Enrollment Management) Incomplete

Deadline	Activity	
Fall 2013	Division Dean submits hiring request and corresponding paperwork	Overdue
Spring 2014	Position Vacancy announced/advertised	Overdue
Spring 2014	Interviewing, selection, and hiring of Full-time faculty	Overdue

Social & Behavioral Sciences Project: Sociology Lab (1.3 Student Performance) Incomplete

A variable unit course which will provide a lab space for research, independent work, tutoring, honors support, community building and activism. This lab will also be connected with the Sociology Klub.

Deadline	Activity	
Spring 2015	Review best practices and models for adding lab	Current
Fall 2015	Submit Course Proposal to Curriculum Committee	Not Started
Fall 2015	Recruit embedded tutors and supplemental instructors	Not Started
Fall 2015	Promotion of Sociology Klub and Lab course	Not Started
Fall 2015	Work with community partners to design and implement service projects	Not Started

Administration - Research and Planning

Research and Planning Project: Add interactive data web pages (4.2 Maximize Institutional Effectiveness) Complete

Add data pages to the website that allow users to interact with major data sets.

Deadline	Activity	
Fall 2011	Download Data from CCCCO Website	Complete
Fall 2012	Design interactive pages	Complete
Fall 2012	Test and publish website	Complete
Fall 2012	Fall 2012 Update	Complete
Fall 2012	Publish Fall 2012 on web	Complete

Based on evaluation of data pages with IR staff it has been decided that some of these reports are not used enough to warrant the time required to design and maintain. An allternative system using PDFs exploded from a large crystal reports set seems to be preferred and is easier to maintain. We will explore use of Tableau Public in later years

Research and Planning Project: SLO Database Redesign (4.1 Support Institutional Effectiveness) Incomplete

Redesign the SLO Database so that it is more flexible in recording faculty achievements and can have better linkages to Banner Data. Add Program Level Module and plan out options for moving to Argos.

Deadline	Activity	
Summer 2014	Define requirements	Complete
Fall 2014	Program Test Version	Overdue
Spring 2015	Finalize Design Changes	Current
Summer 2015	Document Argos Options	Not Started

Student Services - Childrens Program

Childrens Program Project: Full inclusion program (1.1 Student Learning Environment) Awaiting Evaluation

CDFS students gain an understanding of how to work with children on Individualized Educational Plans (IEP) in partnership with Fairfield Suisun Unified School District special education teachers who teach and model best practices.

Deadline	Activity	
Fall 2014	Classroom management practices will be introduced	Complete

Student Services - MESA

MESA Project: Staffing Analysis (1.1 Student Learning Environment) Incomplete

Survey and determine if additional staff is needed in MESA center to adequately deliver services.The MESA program currently has a full time coordinator as the only staff member in the MESA center. A survey will be conducted to determine if additional staff is required to adequately deliver services to the MESA students.

Deadline	Activity	
Spring 2015	1. Survey the need for additional staff	Current
Spring 2015	Develop recommendations based on the survey results	Current
Summer 2015	Follow through on recommendations	Not Started

F: Improve Access

Plan Summary

			Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
Summary for F: Improve Access		57% 7	100% 1	100% 4	83% 6	71% 7	63% 8	94% 17	100% 3	27% 26	0% 20	25% 4	0% 10
Academics - Health Sciences	Increase FTES within Kinesiology												0% 1
Academics - Liberal Arts	Grow enrollment in Graphic Arts							50% 2			0% 1		0% 1
Academics - Social & Behavioral Sciences	CDFS webpage									0% 2	0% 2		
	Consolidate HS Program					0% 1				0% 5			
IT & Learning Resources - Library	Access: Clean up microfilm											0% 1	
	Access: Collections: Books					100% 2					0% 1		0% 1
	Access: Credo								100% 1	100% 2	0% 1		
	Access: Vacaville Center Library					100% 1		100% 1					0% 2
	Access: Vallejo Center Library			100% 1			100% 1						0% 1
	Access: VDI at the Information Commons	0% 1											0% 1

Spring 2016	Summer 2016	Fall 2016	Fall 2018
0% 8	0% 2	0% 2	0% 2
0% 2	0% 1		
		0% 1	

			Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
IT & Learning Resources - Library	Access: Collections: eSerials												0% 2
	Access: Website				100% 1			100% 1			0% 1		
	Deploy Credo System									100% 1			
	Service: Circulation Desk		100% 1	100% 2	100% 2			100% 1					
Student Services - Admissions and Records	Staff Training	100% 3		100% 1	67% 3	50% 2	0% 2			0% 1			
Student Services - CalWorks	CalWORKs Electronic filing system										0% 1		
	CalWORKs Student Club										0% 3		
Student Services - Counseling	Degree Works	0% 1								0% 3			
Student Services - DSP	Hire a DSP Counselor/LD Specialist	0% 1											
	Online Appointments										0% 1		
Student Services - Financial Aid	Cohort Default Prevention (CDR) Plan Implementation						100% 1	100% 4					
	FA Supervisor/ALG position and additional staff to								100% 2			100% 1	

Spring 2016	Summer 2016	Fall 2016	Fall 2018
0% 1			
0% 1		0% 1	
0% 1			

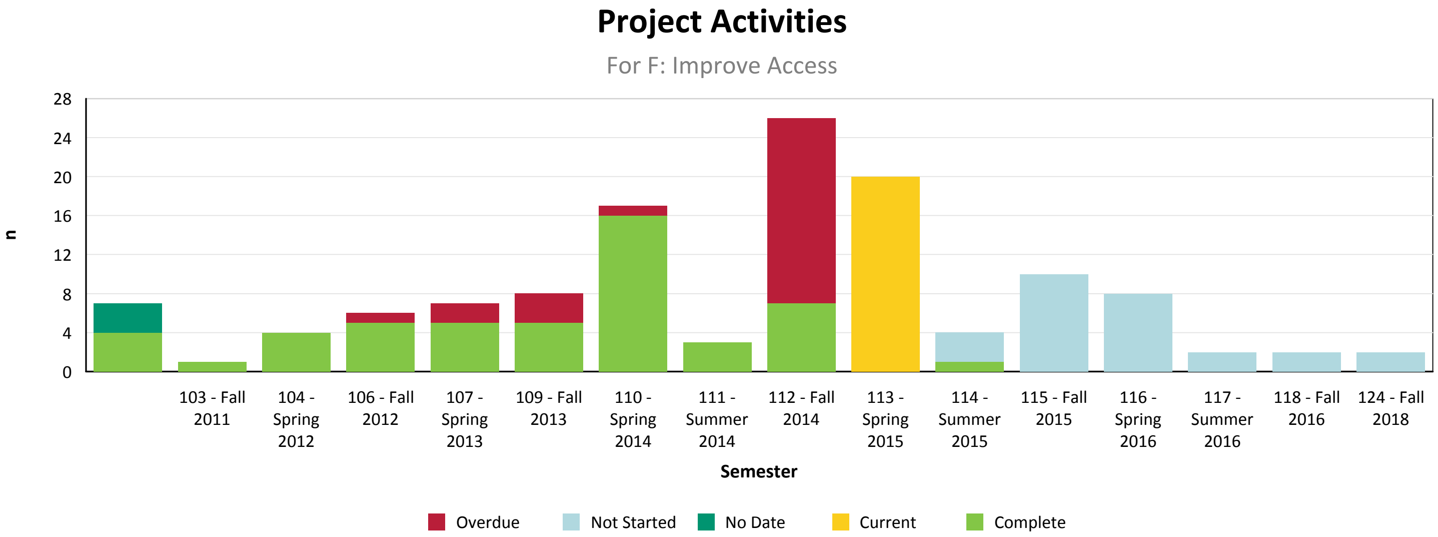
			Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
Student Services - Puente	ECompanion for Puente Learning Community Courses							100% 1		100% 1	0% 1		
Student Services - Transfer	Rehire-Articulation/Transfer Center (TC) Specialist							100% 1		67% 3	0% 2		
	Transfer Student--Frequently Asked Questions (FAQ's)									0% 2	0% 1		
	Transfer/Articulation Presentation to SCC Faculty										0% 1	0% 1	0% 1
	Update Website 2014/2015									50% 2	0% 2	0% 1	
Student Services - Tutoring	Expanded Tutoring at the Centers						100% 1						
	Instructional Equipment Upgrade					100% 1				0% 1			
Student Services - Umoja	Outreach												
	Training and Development						100% 1	100% 1					
	Umoja Office Positions							100% 1					
Student Services - Veterans Affairs Center	Three Year Plan - Provide Skype Education Plan						0% 1			0% 2	0% 1		
	Vet Calendar on Website	100% 1					100% 1	100% 1					

Spring 2016	Summer 2016	Fall 2016	Fall 2018
0% 1	0% 1		
0% 1			0% 2
0% 1			

			Fall 2011	Spring 2012	Fall 2012	Spring 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
Student Services - Veterans Affairs Center	Veteran Mandatory Orientation							100% 3		0% 1	0% 1		

Spring 2016	Summer 2016	Fall 2016	Fall 2018

Activity Status Chart



Academics - Health Sciences

Health Sciences Project: Increase FTES within Kinesiology (2.4 Improve access) Incomplete

Increase course and scheduling options

Deadline	Activity	
Fall 2015	Increase offerings at VJO/FF	Not Started

Academics - Liberal Arts

Liberal Arts Project: Grow enrollment in Graphic Arts (2.5 Effective Enrollment Management) Incomplete

Increase student access and improve enrollment numbers; existing demand is evident through full enrollment in new Graphics computer lab.   Clarify for students their employment opportunities, and the foundational training they need to be desirable to employers and competitive in the field. Expanded courses may include information visualization, post- production graphics, digital printmaking, interactive design, web design, new media and animation— courses that would form the foundation for careers in animation, special effects, and production design.

Deadline	Activity	
Spring 2014	Participate in “Celebrate SCC” 2014	Complete
Spring 2014	Survey current Graphic Arts students	Overdue
Spring 2015	Research offerings at CCs in the region and beyond	Current
Fall 2015	Review TMC for Graphic Arts	Not Started

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: CDFS webpage (2.4 Improve access) Incomplete

Create a CDFS webpage that would increase student knowledge of the program and would link to information about the Solano College Children's Program and community resources

Deadline	Activity	
Fall 2014	Consult with Scott Ota about procedures for setting up a webpage	Overdue
Fall 2014	Consult with faculty and advisory members about content	Overdue
Spring 2015	Write content and take pictures to incorporate	Current
Spring 2015	Forward information to Scott Ota for website	Current

Social & Behavioral Sciences Project: Consolidate HS Program () Incomplete

Consolidate the program into one division.

Deadline	Activity	
Spring 2013	Create HS brochure with all HS listed courses	Overdue
Fall 2014	Arrange meetings to discuss options	Overdue
Fall 2014	Change: HS 52 to HS 54	Overdue
Fall 2014	Change Coun 64A to HS 56	Overdue
Fall 2014	Change Coun 64B to HS 57	Overdue
Fall 2014	Crosslist Coun 62 with HS 52	Overdue

Library Project: Access: Clean up microfilm (2.4 Improve access) Incomplete

Old items weeded from the microfilm collection. Items that we decide to keep will be barcoded and cataloged for better student usage.

Deadline	Activity	
Summer 2015	Discard (plan)	Not Started
Spring 2016	A list of overlapping titles will be created (databases)	Not Started
Spring 2016	A list of periodicals and microfilm to be discarded will be created	Not Started
Summer 2016	Items will be discarded from shelf and catalog	Not Started

Library Project: Access: Collections: Books (1.1 Student Learning Environment) Incomplete

Analyzing the library's collections to inform weeding and acquisitions so our books better meet the needs of our community.

Deadline	Activity	
Spring 2013	Analysis of the collection using enrollment data	Complete
Spring 2013	Work with Dean to create new assignment of responsibilites for collection management	Complete
Spring 2015	Librarians work together to determine collection management grouping, rotation, and fund allocation.	Current
Fall 2015	Begin weeding the collection	Not Started
Fall 2016	Complete weeding the book collection	Not Started

Spring 2011:
2) There are 41,973 items in our circulating book collection
a) There have been 169,718 circulations of our collection since automation, last year (2009-10)we had 9343 circulations
i) Average circulations per item: 4
ii) Average circulation when limited to books that have circulated: 5.92
b) 13328 of these books have never circulated, 28650 have circulated.
3) We have 25,181 titles in our circulating book collection published before 1990
a) There have been 78,702 circulations of the pre 1990 collection
i) Average circulations per item: 3
ii) Average circulation when limited to books that have circulated (16402): 4.79
b) 8,779 of these books have never circulated
c) We have 14,360 of this collection hasn't circulated since 2005(57%).
d) 2370 of these books were published before 1950.
4) We have 7,545 books published between 1990 – 1999
a) There have been 52,116 circulations of the 90-99 collection
i) Average circulations per item: 6.90
ii) Average circulation when limited to books that have circulated: 8.73
b) 1,578 of the books never circulated
5) We have 8,673 books published 2000-present
a) There have been 37,965 circulations of the after 1999 collection
i) Average circulations per item: 4.3
ii) Average circulation when limited to books that have circulated: 6.14
b) 2,496 of these books never circulated

Spring 2013:
See evidence SLO Evidence_CollDev.xslx

Spring 2013: After extensive conversationos and meetings with the Librarians, Dean Erin Vines issued a summary conclusion on the issue (cc'd Dr. Laguerre) May 30, 2013 that the Librarians should rotate collection management responsibilities. Librarians will work together together to determine grouping and area rotation.

Library Project: Access: Credo (2.4 Improve access) Incomplete

Improve access to reference materials and improve Reference Collection.

Deadline	Activity	
Summer 2014	Review reference databases	Complete
Fall 2014	Arrange for trial of Credo	Complete
Fall 2014	Subscribe to Credo	Complete
Spring 2015	Work with Credo to get all Library resources available on topic pages	Current

We have reviewed and began the Credo trial.

Library Project: Access: Vacaville Center Library (1.3 Student Performance) Incomplete

Provide a library environment that attracts and supports students from our diverse community to increase success via access to information.
Support and expand library services to address the current and future educational needs of the students and the college.

Deadline	Activity	
Spring 2013	Collect usage statistics for Vacaville Center Library	Complete
Spring 2014	Collect usage statisitics for Vacaville Center Library	Complete
Fall 2015	Investigate Saturday opening hours for Vacaville Center Library	Not Started
Fall 2015	Add Saturday Library Hours at Vacaville	Not Started

Vacaville Library Stats

Fall 2010
Open 21.5 hours spread over 3 days
Served: 188 students

Spring 2011:
Open 21.5 hours spread over 3 days
Served: 412 students

Fall 2011
Open 21.5 hours spread over 3 days
Served: 615 students

Spring 2012
Open 21.5 hours spread over 3 days
Served: 683

AND: FALL 2012
Open 24.5 hours spread over 4 days
In 13 open days we have already served: 309 students!!!!

Current: 547 – Fall 2014 (Aug 13 – Sep 22)
1128 – Spring 2014
1395 – Fall 2013
1444 – Spring 2013

Library Project: Access: Vallejo Center Library (2.4 Improve access) Incomplete

Provide a library environment that attracts and supports students from our diverse community to increase success via access to information.
Support and expand library services to address the current and future educational needs of the students and the college.

Deadline	Activity	
Spring 2012	Collect usage statistics for the Vallejo Center Library	Complete
Fall 2013	Collect usage statistics for the Vallejo Center Library	Complete
Fall 2015	Investigate and implement Saturday hours for Vallejo Center Library	Not Started

Fall 2011
Open 30 hours spread over 4 days
Served: 1424 students

Spring 2012
Open 30 hours spread over 4 days
Served: 1870 students

AND: FALL 2012
Open 33 hours spread over 5 days (although it was 30 hours until today…)
In 20 open days we have already served: 605 students!!!!

Fall 2012: 1817 students, 76 open days, avg. 23 students/day
Spring 2013: 2269 students, 72 open days, 31 students/day
Fall 2013: 2430 students, 73 open days, 33 students/day

Library Project: Access: VDI at the Information Commons (1.1 Student Learning Environment) Incomplete

VDI (Virtual Desktop Interface?) will be installed at the 60 library "Commons" PCs, replacing the current setup of hard drives. VDIs will allow students to save their work to a separate, secured server, instead of to their flash drives. Students can then log in from off campus and access their work.

Deadline	Activity	
		No Date
Fall 2015	Implement VDI Program on Commons	Not Started

Library Project: Access: Collections: eSerials (2.4 Improve access) Incomplete

Evaluate software to view academic ejounals (Thirdiron) and emagazines (Zinio) and make current subscriptions available via Chromebooks or similar low cost netbooks/ tablets.

Deadline	Activity	
Fall 2015	Evaluate Thirdiron software	Not Started
Fall 2015	Purchase Chromebooks and or tablets	Not Started
Spring 2016	Install Zinio application and chosen eJournal application on new Chromebooks/tablets	Not Started

Library Project: Access: Website (1.1 Student Learning Environment) Incomplete

The library's website offers access to materials and resources regardless of media or location which provide support for student learning and academic success.

Deadline	Activity	
Fall 2012	Website Usability Survey	Complete
Spring 2014	Citation help tab created per student need	Complete
Spring 2015	Re-initiate usability survey to evaluate and rebuild new site	Current

Fall 2012:
Results: Students wanted a more streamlined website and access to resources; improved navigation and visuals, etc.

Next Steps --> Revise website: streamline navigation, visual improvement, more "help" pages, etc.

Next steps: Migrate current site to new college-determined layout; include videos, etc.

Spring 2013:
Results: New layout implemented. Fewer issues (percentage-wise) reported with navigation and page organization. Visual appeal, sufficient online help, and value of links ranked highest in "What do you like about the website?"

Next Steps --> continue to streamline navigation and embed videos on our new search/discovery tool (FindIt). Promote FindIt. Create citation helper pages. Completed.

Library Project: Deploy Credo System (2.4 Improve access) Awaiting Evaluation

Need for better access to library resources.

Deadline	Activity	
Fall 2014	Purchase and operationalize system	Complete

Library Project: Service: Circulation Desk (1.3 Student Performance) Complete

The Circulation Desk will provide library services that address the current educational needs of the students and the college.

Deadline	Activity	
Fall 2011	Conduct study and data collection regarding problems with current copy services	Complete
Spring 2012	Meet with ASSC	Complete
Spring 2012	Received email from ASSC	Complete
Fall 2012	Plan new ways of dealing with copier situation	Complete
Fall 2012	Present (again) to ASSC	Complete
Spring 2014	Meet with Vendor for Book Scanner and new copiers	Complete

In process. We found that copy services in the Library need to be improved. Per our vendor we need to get rid of change only machines. We are also interested in leasing book scanners. We are currently working with ASSC and vendors to imporve services.

Successfully worked with ASSC to get Library contracts for copiers and run pilot project for book scanners.

Student Services - Admissions and Records

Admissions and Records Project: Staff Training (2.5 Effective Enrollment Management) Incomplete

Provide/conduct training with staff that promotes professional development while supporting the mission of the college and ensuring efficient and student friendly processes.

Deadline	Activity	
	Registration Usage Report	Complete
	Degrees Sought vs Awarded	Complete
	Commencement Data	Complete
Spring 2012	1098 Setup	Complete
Fall 2012	Prerequisite Clearing	Complete
Fall 2012	Cashiering Procedure	Complete
Fall 2012	Emergency Procedures	Overdue
Spring 2013	Faculty Handbook	Overdue
Spring 2013	Calgrant	Complete
Fall 2013	Applicant Statistics	Overdue
Fall 2013	Transfer Ready Students	Overdue
Fall 2014	Drop Surveys	Overdue

Student Services - CalWorks

CalWorks Project: CalWORKs Electronic filing system (2.4 Improve access) Incomplete

CalWORKs paperless filing system

Deadline	Activity	
Spring 2015	Research electronic filing systems	Current
Spring 2016	Hire temporary workers to assist with the conversion	Not Started
Fall 2016	Scan current paperwork to electronic system	Not Started

CalWORKs Electronic filing system

CalWorks Project: CalWORKs Student Club (2.1 Support Underprepared Students) Incomplete

Revive and Organize the SCC campus CalWORKs student club

Deadline	Activity	
Spring 2015	Plan a meeting for all CalWORKs students	Current
Spring 2015	Develop a list of interested participants	Current
Spring 2015	Finalize date and time for club meetings	Current

Review attendance and progress of the CalWORKs student club.

Student Services - Counseling

Counseling Project: Degree Works (2.4 Improve access) Incomplete

Implement Degree Works to assist counselors in developing and improving student educational plans (SEP)

Deadline	Activity	
		No Date
Fall 2014	Degree Works training for entire Counseling Division	Overdue
Fall 2014	Review and evaluate Degree Works	Overdue
Fall 2014	Initial pilot training October 7, 2014	Overdue

60% of SEP's completed with the use of Degree Works

Student Services - DSP

DSP Project: Hire a DSP Counselor/LD Specialist (1.3 Student Performance) Incomplete

Hire an DSP Counselor/LD Specialist to replace the LD Specialist position that has been vacant since 2009.

Deadline	Activity	
		No Date
Spring 2016	Combine the DSP Counselor position and LD Specialist position	Not Started

Overall performance improvement for students with learning disabilities

DSP Project: Online Appointments (2.4 Improve access) Incomplete

Online access for students to make appointments to see DSP counselors, specialist and other DSP staff.

Deadline	Activity	
Spring 2015	Develop an online appointment system	Current

Student Services - Financial Aid

Financial Aid Project: Cohort Default Prevention (CDR) Plan Implementation (4.2 Maximize Institutional Effectiveness) — Complete

Solano Community College has created a default prevention task force as required by the regulation at 34 CFR 668.217. The Task Force is responsible for overseeing the entire default prevention effort, performing an executive and management function for the life of the project. The Cohort Default Prevention Plan was approved by the U.S. Department of Education on December 12, 2013.

Role of Our Default Prevention Task Force

As mentioned above, our task force will perform an executive and management function in the default prevention process, from creating the default prevention plan to monitoring results and making changes as necessary in the future. Here are the responsibilities of our task force:

- The task force has conducted an analysis to determine who is defaulting, and why.
- The task force has created, from this analysis, a set of measureable interventions/steps that address the results of the foregoing analysis (i.e., risk that comes from poor educational outcomes, poor employment outcomes and/or poor repayment outcomes)
- The task force has created a set of strategies to execute these steps, assigning responsibility for carrying out these steps; establishing a set of measures to determine the effectiveness of these efforts; establishing deadlines for reporting results.
- The task force will monitor and measure the results of these steps and where necessary, make adjustments so that our goals will be achieved; and
- The task force will, as it deems necessary, take other general steps to reduce both default rates and default risk among Solano Community College student borrowers.

Deadline	Activity	
Fall 2013	Develop Cohort Default Prevention Plan	Complete
Spring 2014	Target Group 1: Basic Skill Students (Math and English) Interventions	Complete
Spring 2014	Target Group 2: Students Ages 18-35	Complete
Spring 2014	Target Group 3: Students on Academic Probation	Complete
Spring 2014	Target Group 4: Students Entering 5th term who are not making progress towards completion	Complete

U.S. Dept. of Education approved the plan and the Chancellor's Office has given FA kudos on developing an outstanding plan. Our plan is being used as a model plan by the state Chancellor's Office, and is being shared throughout the state.

Financial Aid Project: FA Supervisor/ALG position and additional staff to serve students (2.5 Effective Enrollment Management) — Awaiting Evaluation

Improve financial aid administrative capacity.

FA Supervisor/ALG position and additional staff to serve students

Deadline	Activity	
Summer 2014	Collect data and evaluate program needs for FA/EOPS & CARE/Veterans	Complete
Summer 2014	Evaluate Program budgets and needs	Complete
Summer 2015	Create New position or reclass existing position for ALG	Complete

Student Services - Puente

Puente Project: ECompanion for Puente Learning Community Courses (2.1 Support Underprepared Students) Incomplete

The use of Canvas ECompanion shell with Puente LC classes.

Deadline	Activity	
Spring 2014	Creation of Puente ECompanion shell	Complete
Fall 2014	Add Canvas Ecompanion for Fall 2014	Complete
Spring 2015	Add Canvas Ecompanion for Spring 2015	Current

Ecompanion for both Puente Learning community classes was successfully created in Canvas.

Student Services - Transfer

Transfer Project: Rehire-Articulation/Transfer Center (TC) Specialist (2.3 Support Transfer Students) Incomplete

Fill Articulation/Transfer Center Specialist position vacated in 2008.

Deadline	Activity	
Spring 2014	Draft Job Description	Complete
Fall 2014	Form Interview Committee	Complete
Fall 2014	Post Job (Internal)	Complete
Fall 2014	Interview candidates	Overdue
Spring 2015	Articulation/Transfer Specialist hired	Current
Spring 2015	Train New Hire	Current

Interview committee has been formed. Candidate interviews to occur Fall 2014. Anticipated hire date of Specialist is Spring 2015.

Transfer Project: Transfer Student--Frequently Asked Questions (FAQ's) (2.3 Support Transfer Students) Incomplete

Develop a list of transfer-related FAQ's and their answers and post on TC website

Deadline	Activity	
Fall 2014	Draft Transfer FAQ's	Overdue
Fall 2014	Draft approved	Overdue
Spring 2015	Post on website	Current

Draft of FAQ's to be presented to Dean of Counseling and Counselors in Fall 2014 for review/modification.

Transfer Project: Transfer/Articulation Presentation to SCC Faculty (2.3 Support Transfer Students) Incomplete

Co-Present a Transfer/Articulation workshop to Faculty during Flex Cal (Staff Development Training

Deadline	Activity	
Spring 2015	Draft materials for presentation	Current
Summer 2015	Arrange for Flex Cal presentation	Not Started
Fall 2015	Transfer/Articulation Workshop	Not Started

Transfer Project: Update Website 2014/2015 (2.3 Support Transfer Students) Incomplete

Enhance the TC website by providing more detailed info regarding Transfer

Deadline	Activity	
Fall 2014	Review current	Complete
Fall 2014	Decide on additional material	Overdue
Spring 2015	Author additional material	Current
Spring 2015	Send to webmaster	Current
Summer 2015	Review content	Not Started

Provided some updates to transfer website but need to review and add additional links.

Student Services - Tutoring

Tutoring Project: Expanded Tutoring at the Centers (2.1 Support Underprepared Students) Awaiting Evaluation

For equitable student services, implement drop-in tutoring for Math and English at the Vallejo and Vacaville Centers.

Deadline	Activity	
Fall 2013	Drop-in Tutoring	Complete

Tutoring Project: Instructional Equipment Upgrade (2.1 Support Underprepared Students) Incomplete

Purchase new Dell computers and one iMAC for tutoring center use. Upgrade resource library with current textbook editions and add books for various tutoring subjects.

Deadline	Activity	
Spring 2013	Textbooks Updated	Complete
Fall 2014	Computer upgrades	Overdue

Student Services - Umoja

Umoja Project: Outreach (2.1 Support Underprepared Students) Incomplete

Early recruitment to maximize Summer Bridge enrollment.

Deadline	Activity	
Spring 2016	High School Outreach	Not Started
Summer 2016	Church Outreach	Not Started

Umoja Project: Training and Development (1.2 Teaching Environment) Incomplete

Utilize Social Work Interns to follow-up and support students. Provide training for students who interested in becoming peer mentors and student peer advisors. Ongoing staff and faculty training.

Deadline	Activity	
Fall 2013	Umoja conference	Complete
Spring 2014	Social Work Interns Begin	Complete
Spring 2016	Peer Student Advisors/Mentors	Not Started
Fall 2018	Send Umoja Team to the Umoja State Wide Conference	Not Started
Fall 2018	Provide training for campus faculty and staff	Not Started

Umoja Project: Umoja Office Positions (1.1 Student Learning Environment) Incomplete

The Umoja office continues to increase the number of students it serves. The office needs staff support to keep the office open to serve students.

Deadline	Activity	
Spring 2014	Complete Paperwork for SSA	Complete
Spring 2016	Complete Paperwork for Office Assistant	Not Started

Student Services - Veterans Affairs Center

Veterans Affairs Center Project: Three Year Plan - Provide Skype Education Plan Appointments (2.4 Improve access) Incomplete

Providing Skype services will allow individuals deployed or out of the area to meet with a counselor for a VA and/or Active-duty Education Plan and VAC Staff for program services.

The VAC has difficulty communicating with Active-duty servicesmembers that are deployed and Veterans out of the area. There are obstacles that prevent phone appointments. Emails are currently used for education plans requirements. Many Serivcemembers have Skype capability.

Deadline	Activity	
Fall 2013	Research cost of equipment	Overdue
Fall 2014	VA approved electronic signature	Overdue
Fall 2014	Research Skype at other VA Schools	Overdue
Spring 2015	Training	Current

Veterans Affairs Center Project: Vet Calendar on Website (2.4 Improve access) Complete

Create Veteran Calendare on Veterans Affairs Center page that provides SCC and Solano County Veteran information.

Deadline	Activity	
	Testing	Complete
Fall 2013	Discuss with IT Department	Complete
Spring 2014	Sent Request to IT Dec. 2013. Waiting on IT to load calendar	Complete

Ongoing

Veterans Affairs Center Project: Veteran Mandatory Orientation (2.4 Improve access) Incomplete

In-person and Online Orientation will be created to provide information regarding the SCC Veterans Affairs Program, USD VA Education, Veteran Resources (within Solano County related to non-education VA benefits), This will assist in the students success at Solano Community College while using programs within the Veterans Affairs Center.

Deadline	Activity	
Spring 2014	Research	Complete
Spring 2014	In Development	Complete
Spring 2014	Create Script	Complete
Fall 2014	IT creating code in VIP and Banner	Overdue
Spring 2015	In-person Orientation for S15 in November 2014	Current

G: Community Partnerships

Plan Summary

		Spring 2012	Summer 2012	Fall 2012	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Summary for G: Community Partnerships		100% 1	100% 4	100% 5	100% 3	100% 8	43% 7	56% 9	25% 8	0% 9	0% 7	0% 5	0% 1
Academics - Health Sciences	Creation of Liaison Committee for Pre-Allied Health								0% 2	0% 2			
Academics - Liberal Arts	Collaborate with local high school instructors and articulate						0% 1			0% 2		0% 1	
Academics - Mathematics and Science	Solano County Math Steeplechase								0% 3				
Academics - Social & Behavioral Sciences	HS Increase Partnerships 2014/2015									0% 1	0% 2		
Administration - Grants	TRIO Upward Bound Math & Science FY 2016												
	TRIO Upward Bound Veterans for FY 2016												
Administration - IA - SCC Educational Foundation	Develop active SCCEF Board Membership			100% 1	100% 2			100% 1					
	Develop Alumni Association						100% 1			0% 1	0% 1		0% 1
	Launch Community Outreach Program							33% 3					
	Public Relations Campaign					100% 1	100% 1		100% 1	0% 1		0% 1	

Summer 2016
0% 3
0% 1
0% 1
0% 1

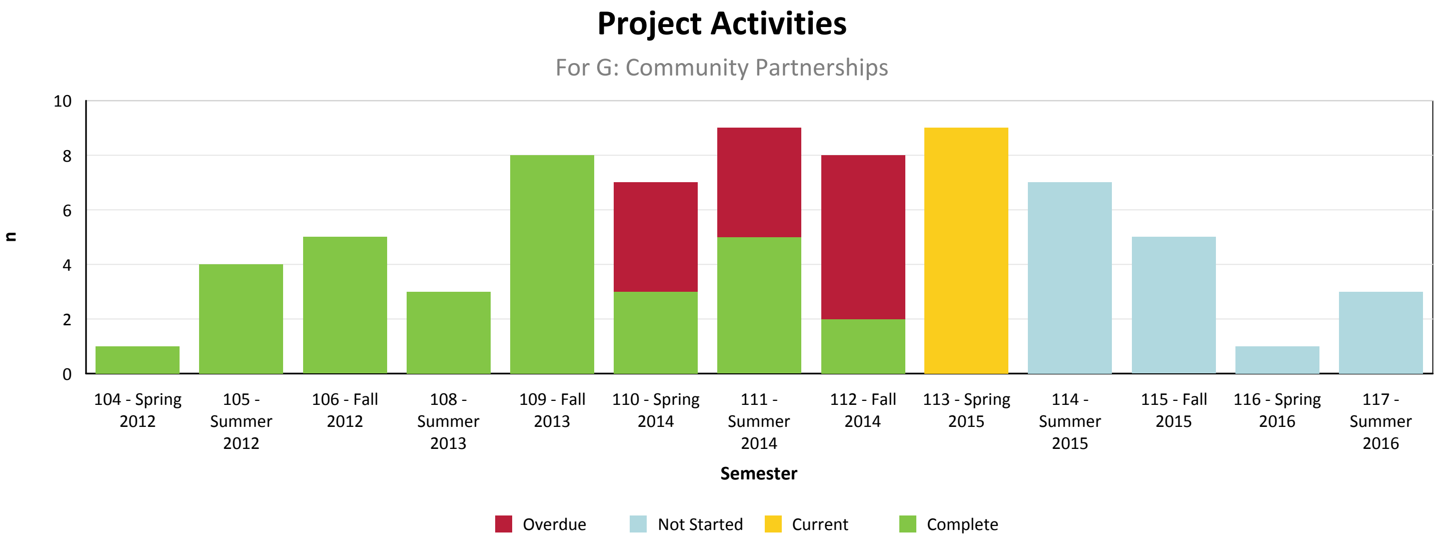
		Spring 2012	Summer 2012	Fall 2012	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Administration - IA - SCC Educational Foundation	SCCEF Infrastructure Development				100% 1			0% 1					
	SCCEF Marketing Program			100% 1									
	Signature Special Event						0% 2						
	Website Development			100% 3		100% 1			100% 1				
Administration - Marketing	Develop a Marketing Plan							0% 1				0% 1	
	Implement Branding and Image Campaign							100% 3		0% 1			
Administration - President's Office	Non-Credit Intensive Aviation Training					100% 2	0% 1						
Administration - Recruitment	Outreach Events	100% 1	100% 4										
Student Services - Career Placement	Certification on MBTI and Strong's Test Administration and											0% 1	
Student Services - Childrens Program	Family services					100% 3							
Student Services - Puente	Puente Mentoring Component						100% 1						
Student Services - Recruitment	Create outreach web page					100% 1			0% 1		0% 2		

Summer 2016

		Spring 2012	Summer 2012	Fall 2012	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015	Spring 2016
Student Services - Recruitment	Use Technology in Outreach									0% 1	0% 2	0% 1	

Summer 2016

Activity Status Chart



Academics - Health Sciences

Health Sciences Project: Creation of Liaison Committee for Pre-Allied Health (3.2 Expand Community Ties) Incomplete

To open and maintain a line of communication between the two entities with regard to specific curricular/class content issues, prerequisites, performance evaluation, student satisfaction and retention, student success

Deadline	Activity	
Fall 2014	Selection of interdisciplinary committee	Overdue
Fall 2014	Scheduling, agendas, organization of committee	Overdue
Spring 2015	Committee meetings	Current
Spring 2015	Review	Current

Academics - Liberal Arts

Liberal Arts Project: Collaborate with local high school instructors and articulate programs (3.2 Expand Community Ties) Incomplete

Improve student access and increase enrollments. Collaboration is necessary within the SCC college community (e.g., counseling, administration, faculty) to develop links with the high schools to increase enrollment, ensure retention, and increase student success.

Deadline	Activity	
Spring 2014	Meet with Rosemarie Dias of Multimedia Academy, Jesse Bethel High School, Vallejo	Overdue
Spring 2015	Dialogue with Oakbrook Elementary School	Current
Spring 2015	Host an event	Current
Fall 2015	Include a question in next year’s departmental survey	Not Started

Academics - Mathematics and Science

Mathematics and Science Project: Solano County Math Steeplechase (3.2 Expand Community Ties) Incomplete

Solano College, with cooperation and financial support from the Math Educators of Solano County, has hosted the Solano County Math Steeplechase for the past two years. The Math Steeplechase is a county-wide math competition for high school students. The Steeplechase participants will be racing around the SCC main campus in teams of four to find problem solving stations organized throughout the campus. The purpose of the Steeplechase is to promote problem solving and an enjoyment of math by solving challenging and fun problems with a collaborative effort. By holding the competition at SCC we hope to increase awareness of the higher education opportunities at Solano. This year, I would like to enlist the help of MESA students to make the Steeplechase become a reality. The competition would take place on Thursday, October 16, 2014, from 8:30am to 12:30pm with the students beginning and ending in the back half of the cafeteria for refreshments.

Deadline	Activity	
Fall 2014	Registration, overall organization	Overdue
Fall 2014	Planning and preparations of the 12 stations	Overdue
Fall 2014	Set-up, proctoring, and clean-up	Overdue

Academics - Social & Behavioral Sciences

Social & Behavioral Sciences Project: HS Increase Partnerships 2014/2015 **()** Incomplete

Increase partnerships with local agencies.

Deadline	Activity	
Spring 2015	Develop an advisory board.	Current
Summer 2015	Conduct presentations to local agencies.	Not Started
Summer 2015	Increase partnerships for practicum.	Not Started

Assess increase in agencies that serve as field work sites.
Assess number of agencies where presentations were made.
Assess representation of the newly created advisory board.

Administration - Grants

Grants Project: TRIO Upward Bound Math & Science FY 2016 (4.2 Maximize Institutional Effectiveness) Incomplete

Apply for federal funds to support Math & Science achievement

Deadline	Activity	
Summer 2016	Apply for grant	Not Started

Grants Project: TRIO Upward Bound Veterans for FY 2016 (4.2 Maximize Institutional Effectiveness) Incomplete

Deadline	Activity	
Summer 2016	Collaborate with key partners	Not Started

Administration - IA - SCC Educational Foundation

IA - SCC Educational Foundation Project: Develop active SCCEF Board Membership (3.2 Expand Community Ties) Complete

Deadline	Activity	
Fall 2012	Establish schedule for quarterly board meetings	Complete
Summer 2013	Select new executive committee	Complete
Summer 2013	Establish Board Committee structure and membership	Complete
Summer 2014	Add new board members	Complete

All officers in place and two active commitees

IA - SCC Educational Foundation Project: Develop Alumni Association (3.2 Expand Community Ties) Incomplete

An active SCC alumni association is necessary to expand the visibility of the College in the community, and to promote goodwill in the community.

Deadline	Activity	
Spring 2014	Create a Distinguish Alumni Program	Complete
Spring 2015	Expand Distinguished Alumni Program	Current
Summer 2015	Identify and communicate with Alumni	Not Started
Spring 2016	Develop a mission statement and membership goal	Not Started
Summer 2016	Create membership dues and/or campus user card program and benefits	Not Started

Good venue, worked with Retirees Association and Alumni to plan and implement, but attendance was low - not acceptable.

The Distinguished Alumni Award program was a great success. It created goodwill with SCC alumni and positive press in local newspapers.

IA - SCC Educational Foundation Project: Launch Community Outreach Program (3.2 Expand Community Ties) Incomplete

Deadline	Activity	
Summer 2014	Establish presense in business community	Complete
Summer 2014	Attend community meetings throughout service area	Overdue
Summer 2014	Market SCC CTE and Contract Education programs to industry	Overdue

Execellent first year events. Good fundraising results. Execellent results attending business events.

IA - SCC Educational Foundation Project: Public Relations Campaign (3.2 Expand Community Ties) Incomplete

Although established in 1985, SCCEF is not well known or recognized as an active non-profit in the County. The public relations campaign is needed to gain awareness of the SCCEF thoughout the College District.

Deadline	Activity	
Fall 2013	Hire communications consultant	Complete
Spring 2014	Solano Business Connections	Complete
Fall 2014	Attend community events	Complete
Spring 2015	Expand Solano Business Connections to add outreach for the Workforce Development Dept.	Current
Fall 2015	Continue community outreach efforts	Not Started

The SCCEF Executive Director Curt Johnston is becoming well known to the small business community through the College District as a result of the outreach.

Solano Business Connections brought together members from nine Chamber of Commerce onto the SCC Fairfield campus. Attendance was nearly 300.

Compelling stories were printed in Dixon, Vacaville, Fairfield, and Vallejo thereby providing exposure to College faculty, staff, and donors.

IA - SCC Educational Foundation Project: SCCEF Infrastructure Development (4.2 Maximize Institutional Effectiveness) Incomplete

Deadline	Activity	
Summer 2013	Update technology (Software, Hardware)	Complete
Summer 2014	Consider purchase of online data services	Overdue

IA - SCC Educational Foundation Project: SCCEF Marketing Program (3.2 Expand Community Ties) Complete

Create marketing program and requisite materials and web presence

Deadline	Activity	
Fall 2012	Develop and implement program	Complete

Completed with high quality printed brochure, handout templates and PowerPoint presentation template.

IA - SCC Educational Foundation Project: Signature Special Event (3.2 Expand Community Ties) Incomplete

Deadline	Activity	
Spring 2014	Solano Business Connections	Overdue
Spring 2014	Celebrate SCC 2014	Overdue

See other sections for results

IA - SCC Educational Foundation Project: Website Development (3.2 Expand Community Ties) Complete

An interactive web site for SCCEF is essential to allow on-line event registration, donations, and communications.

Deadline	Activity	
Fall 2012	Negotiate contract enhancements with iModules	Complete
Fall 2012	Developed website architecture	Complete
Fall 2012	Redesign main page and page templates	Complete
Fall 2013	Write web content	Complete
Fall 2014	Work with iModules on forms, etc	Complete

The SCCEF golf tournament was the first major special event that made use of the on-line registration and payment features. It was very successful and easy to use. However, we did discover some areas that need improvement. Changes are being made as issue araise. Both Karen Mitchell and Cynthia Garcia attended specialized training for the website software.

Administration - Marketing

Marketing Project: Develop a Marketing Plan (4.1 Support Institutional Effectiveness) Incomplete

research and write a marketing plan to outline the advertising efforts one year in advance.

Deadline	Activity	
Summer 2014	write draft marketing plan	Overdue
Fall 2015	write final marketing plan	Not Started

Marketing Project: Implement Branding and Image Campaign (3.1 Respond to Community Needs) Incomplete

work with consultant to guide the college in rebranding effort

Deadline	Activity	
Summer 2014	construct RFP and send out	Complete
Summer 2014	interview companies	Complete
Summer 2014	hire consultant and get board approval	Complete
Spring 2015	work with consultant to rebrand the college	Current

Administration - President's Office

President's Office Project: Non-Credit Intensive Aviation Training (3.1 Respond to Community Needs) Incomplete

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

Deadline	Activity	
Fall 2013	1. Develop agreement	Complete
Fall 2013	2. Explore FAA licensing	Complete
Spring 2014	3. Recruit students	Overdue

We did not recruit the students because our contact person can no longer be reached. We have re-started the effort with a different outreach person and goal.

Administration - Recruitment

Recruitment Project: Outreach Events (3.2 Expand Community Ties) Complete

Attend community, K-12 and other college events to increase and maintain SCC community exposure and outreach. Share viewbook materials and other pertinent college info with interested parties. Conduct presentations when necessary.

Deadline	Activity	
Spring 2012	Pista Sa Nayon Festival	Complete
Summer 2012	Juneteenth Festival	Complete
Summer 2012	Youth Summit	Complete
Summer 2012	Virtual Education Fair-Brazil	Complete
Summer 2012	Creation and mailing of international brochure	Complete

Attended multiple outreach/recruitment events in k-12 schools, colleges, churches, festivals, and events. Created multiple partnerships with high school principals, counselors and career center coordinators to schedule presentations about the College.

Student Services - Career Placement

Career Placement Project: Certification on MBTI and Strong's Test Administration and Evaluation (2.2 Update and Stregthen CTE) Incomplete

Gain certification on MBTI and Strong's Assessments for Educators and Career Counselors

Deadline	Activity	
Fall 2015	Registration and Attendance at Trainings	Not Started

Student Services - Childrens Program

Childrens Program Project: Family services (1.1 Student Learning Environment) Complete

Human Service interns will work with the Children's Program families to assess their service needs and interests and deliver resources in response to expressed needs.

Deadline	Activity	
Fall 2013	recruit student interns from HS052 course	Complete
Fall 2013	Parent Needs & Interest Survey	Complete
Fall 2013	conduct a parent needs and interest survey	Complete

Post survey revealed 68% of the student parents received support for basic needs, parenting skills, and family service assistance. 90% reported satisfaction with program services.
The Human Services Interns achieved 100% of their goals and received a grade of A in the HS practicum courses.

Student Services - Puente

Puente Project: Puente Mentoring Component (2.3 Support Transfer Students) Complete

Puente students are matched with an academically and professionally successful mentor from the community.

Deadline	Activity	
Spring 2014	Puente Mentor-Student Mixer	Complete

Puente held successful fall and spring mentor student mixer's.

Student Services - Recruitment

Recruitment Project: Create outreach web page (4.3 Maintain up-to-date Technology) Incomplete

Create comprehensive Outreach and Recruitment page to provide overview of department, provide ease of access for external community to schedule tours and request outreach participation, provide calendar of outreach for all to access.

Deadline	Activity	
Fall 2013	Research other college's outreach pages	Complete
Fall 2014	Provide mock page to IT	Overdue
Summer 2015	Implement test page	Not Started
Summer 2015	Go live with new page	Not Started

Recruitment Project: Use Technology in Outreach (2.5 Effective Enrollment Management) Incomplete

Purchase tablets to use during outreach to encourage potential students create an ebrochure. Ebrochure will caputre demographic data we need to follow up with potential students to convert them from prospects to enrolled.

Deadline	Activity	
Spring 2015	Test activity with tablet at high school events fall 2014	Current
Summer 2015	analyze ebrochure numbers from test period	Not Started
Summer 2015	report findings to appropriate areas	Not Started
Fall 2015	roll-out tablet purchasing plan for recruitment purposes	Not Started

H: Connect Students

Plan Summary

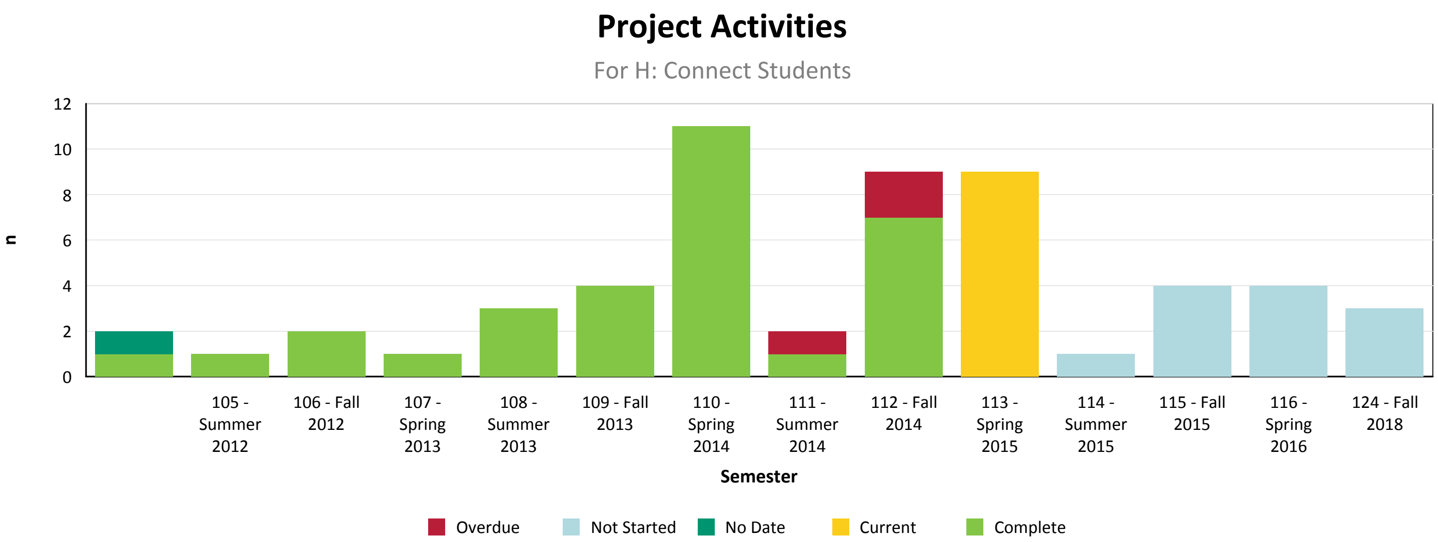
			Summer 2012	Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
Summary for H: Connect Students		33% 2	100% 1	100% 2	100% 1	100% 3	100% 4	100% 11	50% 2	78% 9	0% 9	0% 1	0% 4
Administration - Research and Planning	Student Survey								0% 1	0% 2	0% 2		0% 2
IT & Learning Resources - Library	Access: Collections: Serials					100% 2							
	Access: Textbook Reserves			100% 1	100% 1					100% 1			
Student Services - Career Placement	Improvement and Expansion of Career Exploration Page							100% 1			0% 1		
Student Services - DSP	New Adaptive Computer Sofware Application Course										0% 1		
Student Services - EOPS Program	EOPS and CARE Program Marketing 2013-14						100% 1	100% 4		100% 2	0% 1		
	Reserved Textbooks for EOPS students in the EOPS Office and						100% 1	100% 1		100% 3			0% 1
Student Services - Financial Aid	CCC Apply BOGG			100% 1		100% 1	100% 1	100% 1					
	Financial Aid Orientation						100% 1		100% 1				
Student Services - Student Health Center	Mental Health Awareness												

Spring 2016	Fall 2018
0% 4	0% 3

			Summer 2012	Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Fall 2015
Student Services - Student Life	Increase student involvement.	0% 1								100% 1	0% 1	0% 1	
Student Services - Transfer	Update Transfer Center (TC) website							100% 1					
Student Services - Umoja	Mentoring and Scholar Coaching							100% 3					
	Program Expansion										0% 2		0% 1
Student Services - Veterans Affairs Center	Faculty & Staff Training on Veteran Issues	100% 1	100% 1										
	Three year plan - Newly Employed Faculty and Staf										0% 1		

Spring 2016	Fall 2018
0% 3	0% 3
0% 1	

Activity Status Chart



Administration - Research and Planning

Research and Planning Project: Student Survey (4.2 Maximize Institutional Effectiveness) Incomplete

Release a major student survey using qualtrics to all students. Cover aspects such as scheduling, out of school commitments, classroom engagement and expectations, transport, future plans and student services

Deadline	Activity	
Summer 2014	Design survey	Overdue
Fall 2014	Share survey draft with SGC	Overdue
Fall 2014	Distribute survey	Overdue
Spring 2015	Close survey and download data	Current
Spring 2015	Complete initial analysis	Current
Fall 2015	Present initial findings	Not Started
Fall 2015	Present major findings	Not Started

Library Project: Access: Collections: Serials (1.1 Student Learning Environment) Complete

Evaluate print serials collection for discard

Deadline	Activity	
Summer 2013	Serials Discard Meetings	Complete
Summer 2013	Discard and/or donated old print serials	Complete

Periodicals were removed from the collection and the shelves. More room was made for storing high use periodicals. High use periodicals were easier to locate, shelves appear clean, extra for growth of collection. Further exploration of this space will be addressed in Library make over project.

Library Project: Access: Textbook Reserves (1.1 Student Learning Environment) Complete

The Library will provide SCC students access to high-demand and high-cost textbooks at all three campus locations.

Deadline	Activity	
Fall 2012	Searchable Textbook OPAC	Complete
Spring 2013	Funding	Complete
Fall 2014	Implement new textbook catalog	Complete

Need on-time funding, need more textbooks @ VACA, need more space, need to maintain communication between centers & Fairfield

Spring 2013:
New textbook database is being implemented. As of 2/7/2013, over 548 books have been catalogued from the VJO/VACA centers. OPAC has been linked to the website.

Next Steps -> Tutorial video on searching the OPAC needs to be made and uploaded to the website. FF books still need to be input (Fall 2013).

Fall 2014: Fairfield textbooks have been inputted. Secured permanent funding from Instructional Materials Fund in the amount of $40,000 allocated for all three campus libraries. As of October 2014, 1,848 items were in textbook reserves.

Career Placement Project: Improvement and Expansion of Career Exploration Page (2.2 Update and Stregthen CTE) Incomplete

Revamp the Career Exploration link from the Career Center homepage so that career resources and tools are available electronically for anyone needing them. This information is to include a Career Resources Handbook that will house resume, cover letter, interviewing; job and internship search and, self-marketing worksheets and samples.

Deadline	Activity	
Spring 2014	Update Career Exploration Page on Career Center homepage	Complete
Spring 2015	What Can I Do With This Major? Link	Current

Through use of IT analytics, we will be able to measure number of hits site receives and compare those numbers to the period prior to the inception of the online resource handbook.

For example for the period of 9/1/2013 to 9/30/2014, our online job board posted 490 new jobs by 180 new employers. There were 331 new students who created profiles to this system and 45 alumni. The greatest number of job postings were for Education services with Business and Human Services type positions falling behind in second and third respectively. Employers registered in our database recruit most for Fitness and Personal Trainers, Computer and Information Science, Marketing, Accounting and Chemistry majors.

In the

Student Services - DSP

DSP Project: New Adaptive Computer Sofware Application Course (1.3 Student Performance) Incomplete

Create a course that instructs/teaches students w/disabilities how to use the adaptive sofware

Deadline	Activity	
Spring 2015	Write a course for Adaptive Software	Current

Student Services - EOPS Program

EOPS Program Project: EOPS and CARE Program Marketing 2013-14 (2.1 Support Underprepared Students) Incomplete

Increase the awareness of EOPS and CARE on and off campus.

Deadline	Activity	
Fall 2013	FATV	Complete
Spring 2014	EOPS and CARE Brochures	Complete
Spring 2014	EOPS Celebration, April 9, 2014 - college wide awareness activity	Complete
Spring 2014	EOPS and CARE Signage	Complete
Spring 2014	EOPS Posters displayed in Kiosk on campus	Complete
Fall 2014	Request additional EOPS tee shirts and program planner - calendar	Complete
Fall 2014	EOPS Bridge - August 2014 students received the EOPS back packs	Complete
Spring 2015	Work with Financial Aid Office to develop and communicate with AB 540	Current

The California Community College Chancellor's Office supported the EOPS Program stating that Solano could serve 232 students. The EOPS Program served at the end of Spring 2014 - 348 students.

EOPS Program Project: Reserved Textbooks for EOPS students in the EOPS Office and reserve books for the Prison Project (2.1 Support Underprepared Students) Incomplete

The EOPS Program will work with the Solano Community College to purchase textbooks from Barnes and Noble for EOPS students to use. We will also be working with the District to purchase textbooks for the Prison Project start up and continue looking at other sources to fund additional EOPS student enrolling in the Prison Project.

Deadline	Activity	
Fall 2013	EOPS Textbooks in SCC Library or in the EOPS Office	Complete
Spring 2014	EOPS Lab, tables, chairs, computers and printer for students to study	Complete
Fall 2014	Update EOPS Lending Library books for Fall 2014	Complete
Fall 2014	Update the books in the EOPS Library during Fall 2014 semester.	Complete
Fall 2014	Purchase Planners for EOPS students	Complete
Fall 2015	Prison Project textbooks updates or finding funds to support the continuation of this program	Not Started

During the Fall 2014 semester, books were purchased to help tutor Basic Skills Math students. Additional books in all subject areas were purchased at the beginning of Spring 2014.

Student Services - Financial Aid

Financial Aid Project: CCC Apply BOGG (2.5 Effective Enrollment Management) Complete

Students apply online for BOGG

Deadline	Activity	
Fall 2012	Work with IT and XAP on development	Complete
Summer 2013	Develop data download process	Complete
Fall 2013	Streamline processes	Complete
Spring 2014	Transitioning from XAP to CCCApply	Complete

The process working well

Financial Aid Project: Financial Aid Orientation (2.5 Effective Enrollment Management) Awaiting Evaluation

Develop Orientation tool and communication through different mediam; Include HO Card activation.

Deadline	Activity	
Fall 2013	Create FA Counseling/Orientation through FA-TV	Complete
Summer 2014	Tracking requirements for new students	Complete

Student Services - Student Health Center

Student Health Center Project: Mental Health Awareness (1.1 Student Learning Environment) Not Started

Start a student and employee mental health….

Deadline	Activity	
		No Date

Student Services - Student Life

Student Life Project: Increase student involvement. (2.4 Improve access) Incomplete

Deadline	Activity	
	Use Student Mass emails (blasts) to inform them of benefits.	No Date
Fall 2014	Agreement with Athletics Dept. for free entry to events with ID	Complete
Spring 2015	With A. Director, hold events in Building 1400 Lobby	Current
Summer 2015	Publish benefits available to students who purchase ID Cards	Not Started

Student Services - Transfer

Transfer Project: Update Transfer Center (TC) website (2.3 Support Transfer Students) Complete

Enhance the TC website by providing more detailed info regarding Transfer

Deadline	Activity	
Spring 2014	Update Transfer website	Complete

Extensive materials supplied but we still need to add some more links.

Student Services - Umoja

Umoja Project: Mentoring and Scholar Coaching (2.1 Support Underprepared Students) Incomplete

Identify and train Coaches for all Umoja students. Increase number of students served to include more students from the general population.

Deadline	Activity	
Spring 2014	Mentor orientation	Complete
Spring 2014	Mentor/Mentee Matching	Complete
Spring 2014	Mentor/Mentee Activities	Complete
Spring 2016	Mentor Orientation	Not Started
Spring 2016	Mentor/Mentee Matching	Not Started
Spring 2016	Mentor/Mentee Activities	Not Started
Fall 2018	Mentor Coaches Orientation	Not Started
Fall 2018	Mentor Coaches Matching	Not Started
Fall 2018	Mentor Coaches Activities	Not Started

Umoja Project: Program Expansion (2.1 Support Underprepared Students) Incomplete

Increase the number of Learning Communities offered. Increase the number of students served until 80% of the AA student population is reached.

Deadline	Activity	
Spring 2015	Review and Document Staffing Requirements	Current
Spring 2015	Present Staffing Requirements to SPC	Current
Fall 2015	Additional Learning Community Late Start	Not Started
Spring 2016	Additional Learning Community Evening	Not Started

Veterans Affairs Center Project: Faculty & Staff Training on Veteran Issues (2.4 Improve access) Complete

Create & provide ongoing training to faculty & staff on Veteran Issues (PTSD & TBI)

Deadline	Activity	
	Flex Cal Activity	Complete
Summer 2012	Vets on Campus Training materials	Complete

Ongoing - Flex-cal training

Veterans Affairs Center Project: Three year plan - Newly Employed Faculty and Staf Training on Student Veterans (2.1 Support Underprepared Students) Incomplete

Veterans, Active-duty, National Guard, Reservists and Veteran dependents make up ¼ of the campus population. These individuals are unique due to their military experience, which set them apart from the average student. Some of these individuals have Post Traumatic Stress Disorder, Traumatic Brain Injury, and Physical Disabilities. It is important for the faculty and staff to have an understanding of who is in their classroom and resources available to them on campus.

Deadline	Activity	
Spring 2015	Human Resources	Current

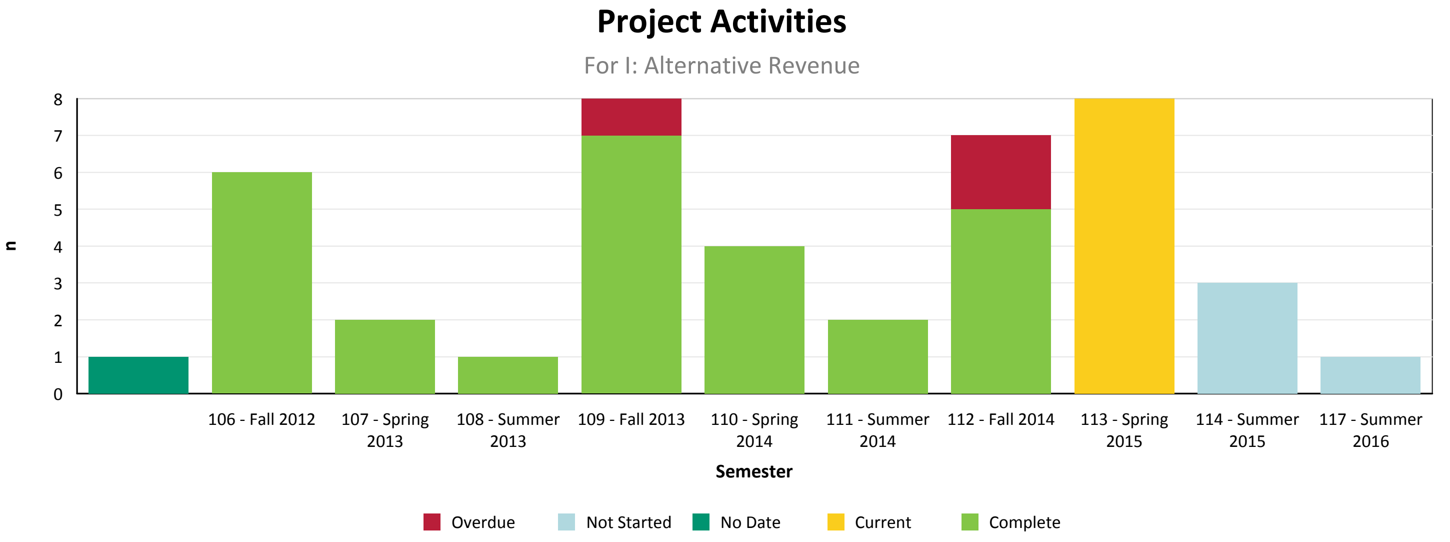
I: Alternative Revenue

Plan Summary

			Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Summer 2016
Summary for I: Alternative Revenue		0% 1	100% 6	100% 2	100% 1	88% 8	100% 4	100% 2	71% 7	0% 8	0% 3	0% 1
Administration - Grants	Foster Youth Program grant					100% 2						
	NSF ATE Grant for FY 2013					100% 1						
	Private fundraisers in people's homes or businesses									0% 1	0% 1	
	Secure Federal Indirect Cost Rate					0% 1						
	Title III Strengthening Institutions Grant funds in FY 2015	0% 1								0% 3		
	TRIO Student Support Services Grant Application								0% 1	0% 1		
	TRIO Upward Bound FY 2016											0% 1
Administration - IA - SCC Educational Foundation	Administrative/Financial Management		100% 4									
	Develop SCCEF Annual Fund								100% 1	0% 2	0% 2	
	Scholarship Program Management		100% 2			100% 1						

			Fall 2012	Spring 2013	Summer 2013	Fall 2013	Spring 2014	Summer 2014	Fall 2014	* Spring 2015	Summer 2015	Summer 2016
Administration - President's Office	Corporate College					100% 3						
Student Services - Childrens Program	Financial Stability						100% 1		100% 3			
Student Services - Recruitment	International web page creation			100% 2	100% 1							
	School Housing						100% 3					
Student Services - Student Life	Reassess the Pepsi Contract								50% 2	0% 1		
Student Services - Workforce Training and Grants	ARFVTP Grant							100% 2				

Activity Status Chart



Administration - Grants

Grants Project: Foster Youth Program grant (4.2 Maximize Institutional Effectiveness) Complete

Apply to California College Pathways for program operation funds.

Deadline	Activity	
Fall 2013	Submit Letter of Intent	Complete
Fall 2013	Submit full application for funding	Complete

Grant was funded by the Stuart and Pottruck Foundations for three years, with SCC as the lead agency.

Grants Project: NSF ATE Grant for FY 2013 (4.2 Maximize Institutional Effectiveness) Complete

Apply for multi-year NSF ATE grant for Biotech.

Deadline	Activity	
Fall 2013	Collaborate with Biotech faculty and Dean	Complete

The project was successfully funded for $199,960

Grants Project: Private fundraisers in people's homes or businesses (4.1 Support Institutional Effectiveness) Incomplete

Have friends of the college host fundraisers/socials with their friends in their homes or place of business.

Deadline	Activity	
Spring 2015	Determine list of potential hosts	Current
Summer 2015	Coordinate functions	Not Started

Grants Project: Secure Federal Indirect Cost Rate (4.2 Maximize Institutional Effectiveness) Incomplete

Secure federal Indirect Cost Rate with Department of Labor

Deadline	Activity	
Fall 2013	Work with Fiscal staff to complete and submit paperwork.	Overdue

Grants Project: Title III Strengthening Institutions Grant funds in FY 2015 (4.2 Maximize Institutional Effectiveness) Incomplete

Submit competitive grant application.

Deadline	Activity	
	Write/edit application with Hanover.	No Date
Spring 2015	Lead SCC team in collaboration.	Current
Spring 2015	Hire Jennifer Dobbins for program design/editing	Current
Spring 2015	Submit grant eligibility determination application.	Current

Grants Project: TRIO Student Support Services Grant Application (4.1 Support Institutional Effectiveness) Incomplete

This application would provide multi-year support to a co-hort of low-income students, bolstering SCC student support services.

Deadline	Activity	
Fall 2014	Coordinate campus community to build strong collaboration and proposed grant program	Overdue
Spring 2015	Write and submit application	Current

Grants Project: TRIO Upward Bound FY 2016 (4.2 Maximize Institutional Effectiveness) Incomplete

Apply for TRIO grant

Deadline	Activity	
Summer 2016	Apply for TRIO Grant	Not Started

Administration - IA - SCC Educational Foundation

IA - SCC Educational Foundation Project: Administrative/Financial Management (4.2 Maximize Institutional Effectiveness) Complete

Deadline	Activity	
Fall 2012	Prepare annual budget 2012-2013	Complete
Fall 2012	Complete 2010-2011 taxes (due November 2012)	Complete
Fall 2012	Document previous Foundation expenditures	Complete
Fall 2012	Budget Approval by Foundation Board	Complete

Under budget for 2012-2013. New budget adopted for 2013-2014

IA - SCC Educational Foundation Project: Develop SCCEF Annual Fund (4.1 Support Institutional Effectiveness) Incomplete

A professionally designed and implemented Annual Fund is necessary for SCCEF to meet is fundraising objectives. The Annual Fund includes significant outreach to the community to solicit donations for the College.

Deadline	Activity	
Fall 2014	Hire Fundraising Professional	Complete
Spring 2015	Carry out SCCEF Board training	Current
Spring 2015	Develop Annual Fund Campaign	Current
Summer 2015	Create Fundraising Event to highlight Annual Fund	Not Started
Summer 2015	Implement first phase of Annual Fund	Not Started

IA - SCC Educational Foundation Project: Scholarship Program Management (4.1 Support Institutional Effectiveness) Complete

With expansion of SCCEF fundraising activities, the number of scholarships will increase. Improved procedures are necessary to be able to handle increased volumne of application.

Deadline	Activity	
Fall 2012	Document procedures	Complete
Fall 2012	Market and Award Fall Scholarships	Complete
Fall 2013	Market and Award Spring Scholarships	Complete

New procedures put in place with new applications. Seeking more dollars to add to the number of scholarships offered.

Administration - President's Office

President's Office Project: Corporate College (3.1 Respond to Community Needs) Complete

Develop fully the concept of a self-supporting unit to provide training for business and industry.

Deadline	Activity	
Fall 2013	Develop the concept	Complete
Fall 2013	Present concept to Shared Governance	Complete
Fall 2013	Present concept to the College community and the Governing Board	Complete

The final completion date was spring 2014. The name that was adopted was Workforce development and Continuing Education as opposed to Corporate College.

Student Services - Childrens Program

Childrens Program Project: Financial Stability (4.2 Maximize Institutional Effectiveness) Awaiting Evaluation

Contribute to FTES by increasing the full time (12 units minimum) student parent enrollment while providing child care services - a valuable student service, and career technical education program for student workers and practicum students.

Deadline	Activity	
Spring 2014	apply for restoration and expansion funding	Complete
Fall 2014	Subsidized child care enrollment will be re-prioritized	Complete
Fall 2014	Postpone the hiring of Children's Program Assistants	Complete
Fall 2014	Increase Head Start partnership funding	Complete

Student Services - Recruitment

Recruitment Project: International web page creation (2.5 Effective Enrollment Management) Complete

Work with IT to implement a full scale international students web page to include general program info, cost, housing, transportation, etc.

Deadline	Activity	
Spring 2013	Update international student application	Complete
Spring 2013	International brochure	Complete
Summer 2013	Housing	Complete

Recreated international student page on District website to ensure information was comprehensive for the potential incoming international student. Updated look with photos, new application, and new links of information for their stay. International student enrollment increased by 50% during the Fall 2013 semester.

Recruitment Project: School Housing (2.5 Effective Enrollment Management) Complete

Develop plan for implementing an on-campus or within close proximity to campus housing option for students. Namely, foster youth, Out-of-state/international, athletes, and local students.

Deadline	Activity	
Spring 2014	ED Master Plan	Complete
Spring 2014	Facilities Master Plan	Complete
Spring 2014	Visit schools with model in place	Complete

add to facilities and ed master plans, will check fall 2015 on progress.

Student Services - Student Life

Student Life Project: Reassess the Pepsi Contract (3.1 Respond to Community Needs) Incomplete

Deadline	Activity	
Fall 2014	Review Contract	Complete
Fall 2014	Evaluate other potential Vendors	Overdue
Spring 2015	Discuss bidding process and seek advice from Fiscal	Current

Student Services - Workforce Training and Grants Management

Workforce Training and Grants Management Project: ARFVTP Grant (3.1 Respond to Community Needs) Complete

$646,695 grant for train the trainer in Hybrid and Electic vehicles. An additional $164,128 was awarded in summer 2014.

Deadline	Activity	
Summer 2014	Buy equipment including cars and tools	Complete
Summer 2014	Train 25 auto professionals	Complete

Tthe state gave SCCD an additional $164,128 to train additional studetns/workers and to buy additional equipment. 35+ students and technicains were trained. Eight cars, a truck and trailer were purchased along with much needed equipment.