

B: STUDENT SUCCESS AND READINESS

- I. Promote college readiness and provide the programs and services to enable all students to achieve their educational and career goals. [CCC/B]
- E. Teaching and Learning Effectiveness. *Support effective teaching and learning.* [CCC/B5]

**Strategic Goal #1: Quality Teaching & Learning** — *Improve student success while maintaining academic quality.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
1.1 Enhance attainment of educational goals by students.	Admissions & Records	June 2010	Develop accurate notification process for probationary and disqualified students. Begin implementation immediately.	Plan developed. Implementation begun on Feb 12 <sup>th</sup> . Notification will be continued to be sent as part of end-of-term process two or three times during each semester.
	Counseling	June 2010	Develop process of using Banner data to see how close students are to completion and sending notification to those students to encourage program completion.	DegreeWorks plan will have begun by June 2010. On hold. Must go for bid next year or later.
	Financial Aid	June 2010	All Financial Aid students with loans are required to have current Individual Education Plan (IEP).	All financial aid loan students have an updated Individual Educational Plan (IEP) on file.
	Student Development & Outreach/Tech Prep	June 2010	Development of effective articulation strategies and expansion of articulation agreements.	SCC Tech Prep Articulation Workshop for high school CTE instructors held in Sept. 2009 on articulation process and renewal of articulation agreements. Ten articulation agreements were renewed and three new requests for articulation agreements received: 2 requests from Armijo HS and 1 request from Jesse Bethel HS.
	Division Deans, VPAA	2008 - June 2010	Discuss feasibility of and schedule courses at Fairfield, Vallejo Center, and Vacaville Center with strategies that are responsive, attend to depth and breadth of instruction, with focus on General Education, Transfer, CTE, and Basic Skills, and that ensure students can make normative progress toward completion of education goal.	<ul style="list-style-type: none"> <li>• Vallejo Center generated 1,373 FTES in 2009/10 and received official Center status.</li> <li>• Academic Deans have focused class schedules on G.E./Transfer, CTE, and Basic Skills courses at all sites and online.</li> <li>• New Vacaville Center opened May, 2010, doubling the size of the former Center and providing science lab classes to students in North County.</li> </ul>
	Dean Health Occupations, Public Safety, and Family Studies	2009 - 2010	Increase the number of Nursing Educators by establishing agreements between community colleges and universities to promote smooth transition of ADN to MSN.	Established ADN to MSN transfer agreement with CSU-Sonoma, 2009. Five students started in the 1 <sup>st</sup> cohort. 2 Additional cohorts have begun the ADN_MSN program. These students do not currently have a BS/BA degree but will earn the BSN concurrently.
	VPAA & Division Deans	2008 - June 2010	Expand delivery of instruction in alternative formats and timelines to ensure that student normative progress toward educational goals is more efficient.	There has been a growth from 5,300 to 8,400+ enrollments in distance education (online, hybrid, and eCompanion).
	Dean – Humanities		Enhance the retention and success of students in ENGL 001 by pairing with online 1-unit information literacy and competency course.	LR 010 – ENGL 001 co-requisite transitioned from pilot to full implementation, fall 2009.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	LR 010 Instructors, LR 010 Coordinator (Ruth Fuller), Library Management  To review and weed the Library's periodicals and audiovisual collections, making the materials more easily accessible for students. (Elizabeth Tsai)  Design a questionnaire to see if the Information Commons adequately helps students meet their educational needs. (Quentin Carter)	Continuing  Spring & Fall 2010  End of Spring 2010	Students perform better (quantitative and qualitative) in ENGL 001 and LR 010. Students perform better across curriculum.  More room will be available for the Library's periodicals & audiovisual collection.  Possible changes in procedure or policy for Information Commons.	Qualitative results agree with expected outcomes. LR 010 has an above average success rate. Other quantitative indicators (# of sections, # of students) not yet measured.  Tasks accomplished with more space available for new arrivals  Due to retirements, this is on hold.
1.2 Improve basic skills attainment.	Counseling	June 2010	a. Engage campus in productive dialogue re: matriculation standards which require orientation – include this information in class schedule. b. Will need to include Banner system planning to enforce.	A process has been planned. The division will submit a strategic proposal by May 1 <sup>st</sup> . a. Complete strategic proposal requiring nonexempt students to take an orientation in-person or online. Complete. b. Complete work with IT to develop a crosswalk to clear nonexempt students for registration once they have completed orientation. Helpdesk ticket in.
	Counseling	June 2010	Review/evaluate academic status of 1 <sup>st</sup> UMOJA students/successful transition status.	Success rates for program improvement. Assessment and success rates completed in June.
	VPAA, Dean Humanities, Dean Math & Science with assistance of Director of Research & Planning	June 2010	Engage campus in productive dialogue through meetings with Academic Senate, Division Deans, as well as the Enrollment Management and Student Retention Committee regarding retention and success of students in foundational courses in ESL, English, and Mathematics. Focus on fewer programs to maximize success.	Hired Coordinator positions. ARCC data shows increased success in Basic Skills. Add-regular meetings with Basic Skills instructors and appropriate Deans; strategic proposals have moved forward through the review process for funding in 2010-11.
	VPAA, Division Deans, and Center Directors	June 2010	Develop and implement staffing and program plans in support of academic success of students enrolled at the Vallejo and Vacaville Centers to include Tutorial Services, Writing, Reading and Mathematics Labs.	1. Plan developed. 2. Submitted to Budget development process.
	VPAA, VPSS, Division Deans, and appropriate faculty and support staff	June 2010	Write a Title III Grant in support of more comprehensive academic support services (tutorial services), faculty and staff professional development.	Only 15% of students on Pell. Waiver of requirements due in February.
	LR 010 Instructors, LR 010 Coordinator, Library Management	Continuing	Continue offering of LR 010, Basics of Research and Information Competency with ENGL 001. Continue drop-in workshops to work on basic computing with novice online students.	Drop-in workshops gaining popularity.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
1.3 Develop new and expand existing curricular offerings.	Division Deans	June 2010	Completed curriculum review, program review and 3-year plan. <ul style="list-style-type: none"> <li>• PE—up for Curriculum Review &amp; Program Review in 2010.</li> <li>• Math/Science Curriculum and Program Review.</li> </ul>	PE—completed Program Review 3 years ago-1 <sup>st</sup> division in the new cycle; have completed yearly Three-Year Plans. Math/Science—completed Curriculum Review (spring 2010) and Three-Year Plan. Program Review in progress. FAA/BS—completed Curriculum Review fall 2009 and Program Review spring 2010. Health Occupations, Public Safety, & Family Studies—in process of completing Program Review and Three-Year plans. All divisions completed Three-Year Plans and annually update them.
	Division Deans	2008 – 2010	Revise existing and develop new degrees that promote degree attainment, strengthen partnerships w/higher education, and enhance transfer of SCC students to four-year colleges and universities.	<ol style="list-style-type: none"> <li>1. AA – Sociology – approved by CCCC &amp; implemented fall 2009.</li> <li>2. AS – Applied Biotechnology-approved by CCCC &amp; implemented fall 2009.</li> <li>3. AS &amp; Certificate in Criminal Forensics in development.</li> </ol>
	Dean of Business & Career Technical Education, Dean of Math & Science, Dean of Fine & Applied Arts/Behavioral Science, Program Developer	2008 – June 2010	Develop educational and training programs that are responsive to labor and industry needs of regional employers and technologically leading-edge to enhance competition of SCC graduates in labor market.	<ol style="list-style-type: none"> <li>1. AS Mechatronics – proposal submitted CCCC fall 2009, implementation expected fall 2010. Resubmitted. Now awaiting approval.</li> <li>2. AS Survey Technician/Civil Drafting Technician proposal submitted to CCCC fall 2009, implementation expected fall 2010. Awaiting approval.</li> <li>3. Water/Wastewater curriculum totally revised and approved in fall 2009.</li> <li>4. Program proposal for Certificate of Achievement for Medical Front Office Clerk is in development and expected to be developed, approved and submitted to CCCC by June 2010.</li> </ol>
	Dean of Math & Science & Program Developer	2010	Develop and implement strategies to bridge students enrolled in site-based contract education to credit programs.	The visibility of contract education in Water/Wastewater throughout a four-county area has resulted in higher demand for the credit, campus-based Water/Wastewater certificate with the result that additional classes were added to the fall 2009 schedule of classes and will be scheduled for F2010.
	Counseling and Special Services	June 2010	Completed curriculum review, program review and 3-year plan.	Completion of planning and reviews.
	Division Deans & Program Developer	2008 – 2010	Implement new and expand existing contract education to train incumbent and displaced workers through the mechanisms of existing SCC curriculum, specialized contract education, and grants (ARRA, etc.).	<ol style="list-style-type: none"> <li>1. WIB Grants (two @ \$50,000) off-the-shelf training in computer applications, and in Water &amp; Wastewater (Spring 2010).</li> <li>2. Awarded Green Building Pre-Apprenticeship Training Partnership Program (\$418,000) that provides classroom and hands-on skill training in the area of environmental literacy, Green Building, Energy Fundamentals, Retrofits &amp; Energy Efficiency, Water Efficient Building &amp; Retrofits, Solar Hot Water Installation and Design Principles, Solar Electricity Installation and Design Principles (starts February 7, 2010).</li> <li>3. Meetings with labor (electricians union, iron workers, construction workers) and industry partners to develop and implement apprenticeship programs –. (Fall 2009 - June 2010).</li> </ol>

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Library Management, Non-credit Coordinator (Erin Duane), Librarians	Continuing, start offering Non-credit Library Workshops, Fall 2010	Curriculum of non-credit course offerings created on Library related topics. Begin offering in fall 2010.	Non-credit course outline has been accepted by SCC Curriculum Committee and the state.
1.4 Validation and improvement of student learning	All Student Services	June 2010	SLOs and SAO outcomes will be completed and assessment process begun for all Student Services areas.	100% of SLOs/SAOs developed; Counseling and Special Services plan to complete all assessments by August.
	Division Deans, VPAA	June 2010	<ol style="list-style-type: none"> <li>1. Complete assessment of course Student Learning Outcomes (SLOs) to ensure that a minimum of 85% of the course inventory has been through at least one complete assessment cycle.</li> <li>2. Identify Program Outcomes and methods of assessment for all certificate and degree programs.</li> </ol>	PE—completed SLOs; in the 4 <sup>th</sup> cycle of class assessments; established PE majors' LAOs. Health Occupations, Public Safety, & Family Studies- has completed SLOs; in the cycle of class assessments; Program Outcomes established for Nursing. Math/Science—maintained the SLO assessment schedule adopted by the college.
	Dean of Health Occupations, Public Safety & Family Studies	October 2008	<ol style="list-style-type: none"> <li>1. Ongoing assessment of success of remediation plan for nursing students developed as a result of score lower than 67% on the TEAS test prior to admission to the Nursing program.</li> <li>2. Complete development and curriculum approval for Nursing Review course for students that have completed pre-requisites and have been accepted but have not yet begun RN program.</li> </ol>	<ol style="list-style-type: none"> <li>1. TEAS testing and remediation plans have been in effect since 2007. Data are validated by the CCCCCO annually, each October.</li> <li>2. A three-unit interdisciplinary course in chemistry, microbiology, anatomy, physiology, nutrition, and mathematics was developed by discipline-based faculty, approved by Curriculum Committee fall 2009, forwarded to Board for action, January 2010 and is scheduled to be offered for the first time, summer 2010.</li> </ol>
	Dean of Humanities	June 2010	Implement and evaluate comparative success and retention of student enrolled in composition course one level below freshman composition, in courses with lab component (ENGL 370) and those without (ENGL 348).	Run twice. Results discussed. Broad parameters of ENGL 348 and ENGL 050.
	LR 010 Instructors, LR 010 Coordinator, Non-credit Coordinator, Library Management	Continuing	Planning, implementation, and evaluation of LR 010 and Non-credit Workshops.	Qualitative data agrees. Quantitative not yet measured.

A: COLLEGE AWARENESS AND ACCESS

- I. Increase awareness of college as a viable option and enhance access to higher education for growing populations. [CCC/A]
- C. Innovative Programs and Outreach for Growing Populations. *Increase college access among growing population groups that will emerge from current demographic trends.* [CCC/A3]

**Strategic Goal #2: Student Access** — *Provide a college environment that attracts and supports students from our diverse community to increase enrollment and success via access and retention.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
2.1 The number of students served	Admissions & Records	a. Dec. 2010 b. June 2010	a. Develop valid Banner report to track student online usage. b. Begin development of SAO strategies in student orientation workshops, by staff presenting to new students how to register and handle student academic records. Will hold a minimum of three workshops.	a. Incorporated into newly approved Banner funding b. 2 workshops scheduled for June
	Financial Aid	June 2010	a. Improve delivery of Financial Aid by improving time to process FAFSA to check from 15 week period to 6-8 weeks. b. Improve communications to students – move to online notification only.	b. Increased the number of financial aid awards by having a faster turnaround time.
	Director of Fiscal Services; Director of Admissions and Records	June 2010	Monthly, regular, and accurate billings to students; develop Banner reports to track Student activity.	Monthly billing started in Nov.
	Director of Vallejo Center	Fall 2009	Improve service to students by employing an additional Federal Work Study student worker that works 20 hrs./wk.	40 hrs coverage
	VPAA, Curriculum Office Staff		Develop and publish reports to increase effectiveness of enrollment management, schedule development, and budget planning.	1. All reports in formats that show location (Fairfield, Vacaville, Vallejo, Other) to facilitate decision-making and planning for all sites. 2. Enrollment reports run twice daily by Scheduling Specialist and published on shared drive for Division Deans. 3. Closed count report published daily during registration period that shows enrollment and status of each section. 4. Reports provided to Deans at least 3 times per year that display enrollment, workload, and revenue projections.
	Bookstore	2009-2010	Expand services to students at Vacaville and Vallejo Centers by installation of vending machines for test forms and supplies.	One vending machine installed at each center, November, 2009. Machines accept cash and credit/debit cards. Over 1900 item sales completed through April 30, 2010.
	Bookstore	2009-10	Expand services to students at Vacaville and Vallejo Centers by offering free delivery of online textbook orders to the Centers for student pickup.	Offered for limited periods at the start of both fall and spring semesters and summer 2010. 174 total orders delivered for pick up.
	Bookstore	2009-10	Expand selection of alternative textbook formats at lower prices by making eBooks available through the Bookstore	Implemented eBook sales of available Cengage Learning (Publishers) titles, both complete and iChapters (chapter-by-chapter) sales in September, 2009 on the Bookstore web site. 12 sales through April 30, 2010. Began sales of eBooks through Universal Digital Textbooks program in January, 2010, 58 titles available. 40 eBooks sold through April 30.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
2.2 Access and success of under-served populations	Nora O'Neill	December 14, 2009	College working on TRIO grant.	Submitted. Results notified in May.
	Admissions & Records	June 2010	Staff will present monthly workshops on how to register & handle student records to special populations via student organization and other service area, e.g. EOPS/CalWORKs/Athletics, etc. A minimum of three workshops will be presented.	2 workshops scheduled for June.
	Counseling	June 2010	<ul style="list-style-type: none"> <li>a. Develop plan for second class of Umoja</li> <li>b. EOPS will plan to have summer bridge program</li> <li>c. Open the Umoja Village and begin Umoja Summer Bridge for new students</li> <li>d. EOPS will plan to have summer bridge program</li> </ul>	<p>HUMN: work has begun on planning the summer 2010 Umoja Bridge, discussion of adjustments to the ENGL 310 summer course, ENGL instructor is identified, and a role is being planned at the 2010 Summer Bridge for some of the Umoja scholars who have completed a year in the program to engender the Umoja community and to create continuity and change together. Humanities Dean is an integral partner in Umoja. Visit/Formative evaluation from the Statewide Umoja Project.</p> <p>Second Umoja cohort prepared to begin summer 2010. Will take place in July. Due to a late faculty retirement and the English instructor accepting a full-time position at another institution the UPS Summer Bridge did not take place.</p> <p>EOPS Summer Bridge prepared to begin summer 2010. Will take place in July. EOPS Summer Bridge did not take place due to the instructor had health related issues that had to be tended to over the summer.</p>
	Admissions & Records	June 2010	Review/streamline special admissions population (high school enrollment) format/communication.	Need to move timeline to end of September 2010 for possible implementation with spring 2011 priority registration.
	Financial Aid	June 2010	Staff will develop & offer budget debt management workshops.	Increased awareness of student defaults.
	Academic Council	Fall 2009	Academic Council will review reinstated student petitions (Fall 2009).	Met four times. Review of the Council's procedures is required. (300 petitions)
	Student Development & Outreach	June 2010	Additional funding for Students Helping Students book grants & ASSC emergency loans obtained and disseminated to needy students.	Obtained \$5,000 in new funds from ASSC and a \$10,000 donation from the Chinese American Assn. of Solano County for Students Helping Students. Received \$5,000 from ASSC for Emergency Book Loans.
	Student Development & Outreach Program Developer	June 2010	Collaborate with county-wide and local educational entities to increase college visibility and access in under-represented communities.	<p>Program Developer: delivering short-term intensive workforce development programs in Mechatronics (240 hrs) &amp; Water/Wastewater (264 hrs) for WIB participants. Offering career ladder classes for SEIU/Kaiser employees, credit classes for child care workers pursuing degrees, free for students water/wastewater classes all over the bay area, substance abuse certificate prep classes for Solano state prison inmates.</p> <p>Student Development &amp; Outreach: participated in Solano County Educational Consortium/Cal-SOAP Board meetings; college fairs at local high schools with large Hispanic populations; English Learners Community Connection meetings and events targeting Hispanic parents and students; and public events targeting underrepresented communities (i.e. Cash for College). Met with Winters governmental and educational leadership.</p>
	Student Development & Outreach	June 2010	Provide approval and assistance to new student clubs promoting student success such as Umoja Club, Puente Club, Nat'l Society of Black Engineers, and Dahoney.	Approved the formation of Umoja Program Scholars Club, National Society of Black Engineers, Puente Club, and Rising Generation Mentor Alliance student organizations.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Director of Public Relations, Marketing & Communications	June 2008	Spanish language web page updated.	
	Director of Public Relations, Marketing & Communications	Schedules: Summer/Fall 2008 Spring 2009 Summer/Fall 2009 Spring 2010 Summer/Fall 2010 Spring 2011 SCOE: Fall 2008 Fall 2009 Spring 2010	Student Success stories in class schedule, add to web site, SCOE "Schools in Action" newsletter.	Many stories have been published on students' and alumni successes
	VPAA	August 2009	As result of SP endorsement of strategic proposal, funding for Umoja Program through general unrestricted funds (\$20,000).	Umoja funded through general unrestricted fund. Budget line established, funds transferred from VPAA to Dean of Counseling, August 2009. Twenty-four Umoja UPS students began in fall 2009. There are a total of 43 students in the Umoja Learning Community.
	Program Developer & Division Deans	2009 – 2010	Reach out to incumbent workers in target industries such as health care and child care to promote and support college readiness and college credit program.	Contract education expanded and implemented agreements with labor unions, employers, and community groups such as SEIU/Kaiser (health care workers), Child Start and Children's Network (childcare workers), 2009-2010.
	VPAA & Division Deans	June 2010	Work collaboratively with colleagues in student services to promote college events, activities, and educational programs to attract students (e.g., Preview Day, Tech Prep Coordinator).	PE Division—Feb, 27, 2010, PE hosted Football Recruiting Day. We had over 80 high school students and parents attend, along with Financial Aid. March 27, 2010—PE will host our all-sports Recruiting Day and our Division Open House. We expect around 100 high school students and a large number of community members, Boosters, Hall of Fame members, etc. to attend. Humanities Division—Umoja, Puente, Sol (Spanish Club), French Club, <i>Suisun Valley Review Literary Magazine</i> , English Department Authors' Readings Series-3 in AY 2008-09 & 3 planned in AY 2009-10. Co-hosting a reception for the Hispanic Chamber of Commerce, Movie Screening French Club; Soiree des Langues-Evening of Performances/Entertainment by all the Foreign Language classes, spring 2009 & spring 2010. French Immersion Weekend in S.F. in the planning for fall 2010. Math/Science Division—Five local high schools participated in demonstrations in our anatomy lab. Math teachers from across the county were at SCC for the annual Math Educators of Solano County conference, 2/10.
2.3 Participation rate from feeder schools	Director of Public Relations, Marketing & Communications	March 2010	Work with Outreach Committee to develop outreach materials (folders, information sheets, program brochures, etc.).	Materials developed and made available for events
	Director of Vallejo Center	June 2010	a. Work with SCC Deans & HS Principals to place classes in local high schools via SCC/HS Principals' workshop at Center, visits with HS Principals at HS sites, etc. b. Participate in Back to School Night, College Fairs at area high schools. c. Host high school events, tours.	Visited principals in the Vallejo schools. COUN 050 class scheduled @ Vallejo High School (2 sections). Vallejo Center: placed COUN 050 course at Vallejo HS and Hogan HS in spring 2010 term; multiple orientation events/tours at Center and visits to area high schools.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	VPAA, Dean – Math & Science, Dean – Humanities	January 2010	Enhance college-going rate among high school students in Solano College by accepting EAP scores of graduating seniors for placement in SCC mathematics and English courses.	1. Application to participate in CCC-EAP program submitted January 2010 2. Sponsor and Host of Bay Area Youth Virtual Enterprise Conference (Vacaville Center 2008, Vallejo Center 2008 & 2009) 3. Math/Science—approved courses for the EAP results
2.4 Student retention and persistence	Admissions & Records/ Counseling	June 2010	a. Develop process for timely notification to students on academic and/or progress probation/disqualification. b. Develop/implement appropriate counseling early alert/intervention program. Lead productive dialogue on requiring early intervention for students. Hold joint workshops, training will be done.	Began 12 Feb. a. Fall 09 notifications took place. Spring 10 notifications took place. b. Conducted productive dialogue in April. Established guidelines/procedures. Committee was established to help build ALERT and faculty had the opportunity campus wide to give input in the development of ALERT.
	Student Development & Outreach	June 2010	Increase student and faculty involvement in student government and clubs	38 clubs approved and active during Fall 2009; 42 clubs approved during Spring 2010
	Director of Public Relations, Marketing & Communications	June 2010  Spring/Fall 2009, Spring 2010    June 2010   October 2008 December 2009 March 2010 May 2010	a. Review and upgrade existing “You are here!” signage on Fairfield campus b. Promote College events: <ul style="list-style-type: none"> <li>• RegFest</li> <li>• Preview Day</li> <li>• College Day</li> <li>• Career Faire</li> <li>• Registration</li> </ul> c. Upgrade Solano.edu web site: <ul style="list-style-type: none"> <li>• Develop implementation plan for OmniUpdate Content Management System for website</li> <li>• Redesign website, develop templates</li> </ul> d. Implement usage of Banner Luminis Portal (MySolano) e. Promote new Green Program (grant funded non-credit classes) f. Develop ESL web pages g. Train student club advisors on Luminis Group Studio for club recruitment	a. This task is in the design phase with new emphasis b. All tasks accomplished and successful programs took place in the spring and the fall      c. This task is ongoing and the redesign of the webpage went through its first phase.   d. Portal is in progress following the Banner timetable e. Green education program experiencing great success f. Page under development g. Training took place and is ongoing
	Dean – Humanities Dean – Math & Science	June 2010	Properly assess and place students in foundational classes including but not limited to: <ul style="list-style-type: none"> <li>• Support ESL faculty in formally implementing ESL component of assessment test.</li> <li>• Support math faculty in more effective placement of students into the sequence of mathematics courses (e.g. establishing cut scores and placement recommendations).</li> </ul>	Math/Science—worked with the assessment specialist to establish procedures which will address the major assessment issue in Math.
	Dean – Health Occupations, Public Safety & Family Studies	June 2010	Improve to minimum 90% pass rate by nursing first-time test takers students on the NCLEX (accomplished for the first time by 2008-2009 class).	Continue to work towards this goal while decreasing attrition. January first time pass rate at 95%, awaiting spring graduates results.
	Counseling	June 2010	SARS ALERT operational for campus use.	Complete implementation of SARS ALERT. On schedule to be ready in the fall.



A: COLLEGE AWARENESS AND ACCESS

- I. Increase awareness of college as a viable option and enhance access to higher education for growing populations. [CCC/A]
- E. Institutional Capacity for Diversity. *Support equity and diversity at the Community Colleges to build a strong society and enable a multicultural democracy.* [CCC/A5]

**Strategic Goal #3: Institutional Diversity** — *Foster a college environment and strong connection to the community that will attract and support a diverse and excellent faculty, staff, and student body.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
3.1 Diversity profile of college workforce & student body	Admissions & Records/Counseling/Student Development/Financial Aid	June 2010	Student Services Deans and Directors will review college Student Equity Report and ensure that student equity goals are incorporated with Program Review and 3-year plans.	In progress. Will be complete by end of June.
	Student Enrollment & Student Retention Committee	June 2010	a. Update SCC Student Profile data to fall 2009 b. Develop assessment rubric of committee work	a. Due to other Banner data priorities this was not completed. b. Completed. In committee minutes.
	Student Development & Outreach	June 2010	Increase SCC outreach to underrepresented communities	Increase in Black student enrollment from 17% in fall 2007 to 18% in fall 2009. No significant increase in Hispanic student enrollment – 16% in fall 2008 and fall 2009. Increase in Filipino student enrollment from 12% in fall 2007 to 13% in fall 2009.
	Interim Director Human Resources, Trudy Largent, J.D.	June 2010	a. Re-establish the Staff Diversity (EEOC) Committee. b. Develop and implement the District Equal Employment Opportunity Plan. c. Implement recruitment outreach strategies designed to attract qualified diverse staff and faculty. d. Review hiring procedures for institutional effectiveness.	a. Staff EOC Committee being formed b. Plan not yet in place. c. Outreach activities are in place through diversity of publications and college outreach in the community. d. Re-organization of HR in progress to reach outcome
	Director of Public Relations, Marketing & Communications	May 2008 August 2008 May 2008  October 2008 & 2009  January 2008 & February 2009  March 2010	a. Establish Spanish language outreach activities: • Spanish language web page • Spanish language class schedule page • Spanish language advertising (print, radio, television) b. Major sponsor for Solano Hispanic Chamber of Commerce Annual Gala c. Host Solano Hispanic Chamber mixer involving student clubs (ASSC, SOL, etc.) d. Add student of diversity images to website	a. Advertisement in Spanish language happened and relationship strengthened with Hispanic media. Other activities will happen with the completion of the webpage design. b. Three years in a row college sponsored Hispanic Chamber gala. c. Successful Chamber mixer took place involving students and staff and business community. d. Website pictures depict institutional diversity.
	VPAA, Division Deans	2009 – June 2010	Share information and promote dialogue among staff, faculty, and administration in Shared Governance, FaBPAC, ALG, and campus forums about the profile of our SCC workforce, student body, and surrounding communities.	Community Profile published by Solano County EDC shared with deans and directors at summer 2009 retreat, and referenced in decision-making about program development in subsequent academic affairs meetings, division deans meetings, and meetings with staff throughout year.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Program Developer	2006-June 2010	Work with corporate clients, industry groups, Workforce Investment Board (WIB), cities, unions and others to reach and serve a broad range of students, workers, and companies. The programs hire many faculty for a broad range of programs and services.	Developed and delivered training to a very diverse range of students. These include office, advanced manufacturing, water/wastewater, military, fire, child care and hospital workers. They also include laid off and other unemployed workers, including welfare recipients, union employees, and ESL students. In fields that are traditionally 100%, I have been successful in hiring about 20% of my faculty from non-traditional groups, including females.
3.2 Sensitivity to and appreciation of diversity	Financial Aid, Director Children's Programs	June 2010	Increase support of foster youth.	Children's Programs—worked with the Dreamcatchers Empowerment Network, a community based non-profit agency, to provide opportunities for transition-aged foster youth to gain job skills while renovating playgrounds for the preschool. The foster youth assigned to work on the playground project are SCC students enrolled in horticulture courses. Gave out more Chaffey Grants to Foster Youth Students.
	Student Development & Outreach	June 2010	Student Development will provide leadership and support to student groups organizing campus awareness activities.	Hosted World AIDS Day, Dec. 2009; Martin Luther King Jr "Living the Dream" event, Jan. 2010; Hispanic Chamber Mixer (with SOL and Puente), Feb. 2010; Multicultural Week, May 2010, including Cinco de Mayo and Asian Pacific Islander Culture Day.
	Interim Director Human Resources, Trudy Largent J.D. Director Children's Programs	June 2010	a. Provide bi-annual workshops for staff and faculty relative to cultural diversity awareness and sensitivity. b. Provide staff and faculty with cultural diversity appreciation activities to increase cultural and diversity awareness.	Children's Programs—June 2009 the Children's Program staff and the Early Childhood Education practicum students participated in a two-day cultural and bias awareness seminar.
	Director of Public Relations, Marketing & Communications	December 2009	Membership in minority Chambers of Commerce (Hispanic, Black and Filipino-American).	District holds membership in all ethnic chambers in the county.
	VPAA		Promote sensitivity to and appreciation of diversity in curriculum, interactions with the public, and exchange among SCC employees.	1. Experientially-based, travel courses throughout the United States and abroad in topics such as civil rights, social science, and photography. 2. Cultural competencies seminar for ECE practicum students, faculty and staff in Children's Program (fall 2009 and ongoing). 3. Host Solano County Youth Summit (Vallejo Center 2008).

D: SYSTEM EFFECTIVENESS

- I. Improve system effectiveness through communication and coordination, regulatory reform and performance measurement. [CCC/D]
- G. Leadership and Professional Development. *Support learning and growth opportunities to enhance the skills and competencies of all College, District and System Office employees.* [CCC/D7]

**Strategic Goal #4: Organizational Development** — *Improve internal operations through effective communication and participatory governance structures.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
4.1 Promote effective program review, planning, and budget development.	All Student Services	a. January 2010 b. May 2010	a. Student Services Deans and Directors will ensure that Program Review is completed as well as 3-Year Plans for their respective areas. b. Appropriate strategic & operational plans submitted to appropriate review groups for 2011-12 consideration.	In progress. a. Student Development current in 2008-09; all areas completed in 2009-10 except for Admissions & Records. Admissions & Records staff surveyed, policies/procedures reviewed and report/recommendations left for Mr. Reyes. b. Completed. Enrollment Management reviewed Counseling strategic orientation changes as well as the following plans in May 2010.
	Director of Fiscal Services	a. June 2010 b. January 2010	a. Ensure that Service Area Outcome and 3-year plan is completed. b. Follow the budget development calendar and budget plan for the District.	a. SAOs are in progress, but not yet completed b. Calendar is being followed and adjusted to be more comprehensive
	Interim Director Human Resources, Trudy Largent	a. February 2010 b. June 2010	a. Ensure that Program Review is completed as well as 3-Year Plans. b. Ensure that Service Area Outcome and 3-year plan is completed; follow the budget development calendar and budget plan for the District.	a. Program review cycle is implemented b. Budget development process is being followed
	Director of Vallejo Center	Fall 2009	Host S/P Budget and Reorganization Forums at Center	Held forums in 2008/09, 2009/09
	VPAA	November 2009	Developed and implemented a revised schedule for curriculum and program review to ensure that all programs are reviewed twice during each 6-year accreditation cycle.	Adopted by Curriculum Committee (fall 2009) implementation underway.
	Division Deans		Curriculum Review completed in anticipation of Program Review and according to integrated schedule.	Curriculum Review completed in following areas: <ul style="list-style-type: none"> <li>• FAA/BS (all disciplines)</li> <li>• Nursing</li> <li>• Math/Science</li> </ul> Major course and program revisions in following areas: <ul style="list-style-type: none"> <li>• Fire Technology</li> <li>• Water/Wastewater</li> </ul>
	Division Deans	June 2010	Discipline and division-based three-year plans developed, published, and to be used in support of program review, educational master plan, strategic planning, and resource allocation.	Math/Science—Three year plan completed.
	Division Deans and Directors	May 2010	Strategic & Operational plans submitted to appropriate review groups for 2011 – 2012 year as established in the IPP.	PE—submitted 2011 Three-Year Plans and Strategic & Operational Proposals in April 2009 for 2010.
4.2 Transparency and accountability of decision making	Admissions & Records and Financial Aid	June 2010	Develop plan for integrated approach to student accounts which would include supporting Fiscal Services development of Student Accounts' Manager.	A&R/FA to work with Fiscal to establish plan for moving AR to Fiscal in 2011. Currently, funding does not exist for Student Accounts Manager position. Still in progress.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Student Development & Outreach	June 2010	Provide support and training for effective ASSC participation in campus-wide decision making.	Shared Governance training provided at ASSC retreats at the beginning of fall and spring semesters; students represented on all major campus-wide committees.
	Vice President, Student Services	Fall 2009	<ul style="list-style-type: none"> <li>a. Categorical budget cut plans shared with Student Services Division, Shared Governance, Counseling, and FABPAC.</li> <li>b. Report to Academic Senate on student discipline/ complaint cases.</li> <li>c. Re-invigorate Academic Council.</li> </ul>	<ul style="list-style-type: none"> <li>a. Categorical budget balance for 2000-10 and tentative 2010-11 presented to Student Services, SGC and FABPAC. Categorical budget issues for 2009/10-11 memorialized in report for SP Cabinet and Mr. Reyes.</li> <li>b. Completed. Report to Academic Senate on student discipline/complaints made last fall. Report updated and left for Mr. Reyes and campus review discussion June 2010.</li> <li>c. Academic Council is active. Reviewed over 600 student petitions, updated Academic Council administrative procedures and developed end-of-year report with strong recommendations for changes in 2010-11.</li> </ul>
	Director of Fiscal Services	January 2010	<ul style="list-style-type: none"> <li>a. Ensure accuracy of the fiscal information in the banner system.</li> <li>b. Develop a plan for integrated student accounts (Student Accounts' Manager) with Admissions and Records.</li> <li>c. Share information at all available forums.</li> </ul>	<ul style="list-style-type: none"> <li>a. Staff worked with consultants to ensure accuracy of data</li> <li>b. Plan is developed and will be implemented after "Go Live" with Banner 8 is completed</li> <li>c. Information has been used during forums on the budget</li> </ul>
	Interim Director, Human Resources, Trudy Lagent	June 2010	<ul style="list-style-type: none"> <li>a. Develop and implement professional development activities in consultation with all employee groups, to enhance existing skills and develop new knowledge, skills and abilities and core competencies.</li> <li>b. Implement a "Manager's College" program to provide support and training to new and current managers regarding staff development performance evaluation, complaints(student/employee) collective bargaining, discipline issues.</li> </ul>	<ul style="list-style-type: none"> <li>a. Flex Cal continues to be the main thrust for professional development in addition to on demand professional development based on skills that need to be acquired for the job.</li> <li>b. Program deferred until summer 2011.</li> </ul>
	Vice President, Business and Administrative Services, Cary Roth	Quarterly, beginning January 2010	Ensure accuracy of the fiscal information in the Banner system;	Task is accomplished and ongoing maintenance with Banner.
	Director of Public Relations, Marketing & Communications	S/P Cabinet-weekly S/P Direct-Monthly	<ul style="list-style-type: none"> <li>a. Superintendent/President's Cabinet – Notes posted to intranet</li> <li>b. Internal <i>S/P Direct!</i> newsletter</li> </ul>	<ul style="list-style-type: none"> <li>a. Accomplished.</li> <li>b. Completed and continued in new format.</li> </ul>
	VPAA & Division Deans	June 2010+	Publish minutes/action taken in monthly division meetings, academic affairs team meetings, and division deans meetings	Minutes are taken at all meetings and published within the groups. PE—published Division meeting minutes to all Division employees for over ten years running.
4.3 Support continued development of all employees and participation in campus-wide decision making.	Vice President, Student Services		Employees released to participate in Accreditation, Shared Governance Council and FABPAC work	Employees serving on accreditation self-study and other committees.
	Director of Fiscal Services	January 2010	<ul style="list-style-type: none"> <li>a. Release employees to participate in District wide forums and committees.</li> <li>b. Release employees to attend outside workshops &amp; meetings related to their job responsibility.</li> </ul>	<ul style="list-style-type: none"> <li>a. Employees participate in forums and committees</li> <li>b. Opportunities for training are provided based on time and funds available.</li> </ul>

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Interim Director, Human Resources. Trudy Largent	September – December 2009	Employees released to participate in Accreditation, Shared Governance Council and FABPAC work.	Enabled employees to have a better understanding of the accreditation process and provide input into the decision making process of the District.
	Interim Director, Human Resources, Trudy Largent	September – December 2009	<ul style="list-style-type: none"> <li>a. Release employees to participate in District wide forums and committees.</li> <li>b. Release employees to attend outside workshops &amp; meetings related to their job responsibility.</li> </ul>	<ul style="list-style-type: none"> <li>a. HR employees have participated in forums and committees</li> <li>b. Employees attend workshops related to their assignments, especially for the implementation of Banner.</li> </ul>
	Director of Public Relations, Marketing & Communications	March 2010 June 2010 June 2010	<ul style="list-style-type: none"> <li>a. Develop District-wide Graphics Standards and Communication Guidelines.</li> <li>b. Develop transition plan to move from Intranet to Luminis software.</li> <li>c. With S/P, develop reorganization transition plan from Public Relations, Marketing &amp; Communications dept. to new Institutional Advancement and Outreach programs</li> </ul>	<ul style="list-style-type: none"> <li>a. Ongoing communication is taking place.</li> <li>b. Plan is in progress and awaiting full implementation.</li> <li>c. Task completed and activities are moving forward.</li> </ul>
	Director of Vallejo Center	June 2010	Release employees to participate in job training and attend work-related meetings including Banner and first aid training.	First aid training 9/09, Banner training 3/10.
	VPAA/ALO, Division Deans, Directors	2009 – present	Increase participation of stakeholders in Self Study for Reaffirmation of Accreditation.	Committee structures for all standards.

E: RESOURCE DEVELOPMENT

- I. Provide enhanced resources and allocation methods to ensure high-quality education for all. [CCC/E]
- D. Resource Optimization. *Ensure that existing resources are used efficiently in meeting State priorities.* [CCC/E4]

**Strategic Goal #5: Technology and Learning Resources** — *Support and expand technology and learning resources to address the current and future educational and technological needs of the students and the college.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
5.1 Enterprise resource planning	Admissions & Records	December 2009	Testing plans completed .	Initial Test Plan complete. Refined/more detailed version in progress.
	Student Core Group	June 2010	<ul style="list-style-type: none"> <li>a. Plan Degree Works implementation (will improve IPEDs reporting).</li> <li>b. Develop reports to support ongoing MIS submissions.</li> <li>c. Implement VTEA and update of Student Ed Goal and major required prior to student registration.</li> <li>d. DFNP group established and communications to students developed.</li> <li>e. COTOPs implementation supported by Student Team.</li> </ul>	<ul style="list-style-type: none"> <li>a. Degree Works postponed. Must go out for bid at later date.</li> <li>b. MIS submissions have been timely and successful for past two terms.</li> <li>c. VTEA questionnaire implemented.</li> <li>d. DFNP postponed due to overextension of staff resources.</li> <li>e. COTOP implemented but problematic. Review of process and improvements to be done to participate again in 2011/12.</li> </ul>
	Director of Fiscal Services ; Director of Admissions and Records; Chief Information Systems Officer	June 2010	Monthly regular and accurate billings to students.	Occurring monthly since November 2009.
	Director of Fiscal Services	November 2009	<ul style="list-style-type: none"> <li>a. Test plans for Banner 8.x completed.</li> <li>b. Develop a plan for integrated student accounts (Student Accounts' Manager) with Admissions and Records.</li> </ul>	<ul style="list-style-type: none"> <li>a. Test for Banner 8 is being completed for "Go Live"</li> <li>b. Plan is being developed to be implemented in spring 2011.</li> </ul>
	Chief Information Systems Office; VP Student Services VP Business & Administrative Services; VP of Academic Affairs; HR Director; Facilities Director	June 2010	<ul style="list-style-type: none"> <li>a. Develop plan for Completing Banner Recovery.</li> <li>b. Implement People Admin.</li> <li>c. Implement Fixed Assets.</li> <li>d. Develop plan for Banner 8 implementation.</li> </ul>	<ul style="list-style-type: none"> <li>a. Completed (also includes Fixed Assets-1JUL10) and People Admin.</li> <li>d. Completed.</li> </ul>
	Interim Director, Human Resources, Trudy Largent; Human Resources Specialists Donna Laroski and Shanna Ballard	ongoing	Testing plans to be completed for Banner 8.x.	Completed.
	Interim Director , Chief Information systems Officer, Jim Ennis; Human Resources Specialists, Donna Laroski	June 2010	Develop reports to support ongoing MIS submissions and IPEDS reporting.	2009 HR MIS reports completed on time. MIS resubmitted to Summer 09.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Director of Fiscal Services	ongoing	a. Test plans for Banner 8.x to be completed. b. Develop a plan for integrated plan with Human Resources and Fiscal Services.	a. Testing in underway and nearing completion b. Plan is being worked on with consultant to be finalized with Banner 8 live.
	Director of Public Relations, Marketing & Communications	June 2010	Develop transition plan to shift from current Intranet software to Luminis software.	MyGroups activated.
	VPAA with other members of Banner Steering Committee	December 2009	Ensure staff have training and appropriate resources to implement and carryout plans for SGHE patches, upgrades, to increase functionality of current version and Banner 8.x.	Academic Affairs staff has received regular training in Banner. Regular training continues. Sessions scheduled over next 13 months. Plan completed.
	VPAA Dean – FAA/BS Curriculum Analyst	June 2010	Complete implementation of CurricUNET and establish training regimen for Division Deans, faculty, and division support staff.	CurricUNET implemented June, 2010. Training to take place during fall 2010 Flex Cal.
5.2 Technology infrastructure (via Measure G)	Chief Information Systems Office Facilities Director Vacaville Center Director	June 2010	a. Implement tech infrastructure at Vacaville Center. b. Implement eFax District wide. c. Implement VoIP 200, 1000, 1100A, 1100B, 1200, 1300, 1600, 1800B, 1900, Harbor Theatre, TAFB Center, SBDC and the Nut Tree Facility. d. Implement Wireless network for 200 (both buildings), 600, 1000, 1600 and 1900. e. Implement Emergency Responder district wide. f. Plan 1300 Remodel. g. Implement Call Center - Theatre, Counseling, Financial Aid & Admissions & Records.	a. Completed b. eFax software implemented. Deploying on a case-by-case basis c. Completed d. Completed e. Completed f. IT plans for 1300 submitted to architect g. Call Center implemented for listed areas.
	VPAA and Division Deans	June 2010	Support Distance Education Committee, Teaching and Learning Coordinator and CISO in revision of SCC Technology Plan and continued efforts to implement connected classrooms and WIFI on the Fairfield campus and two educational centers (Vacaville and Vallejo).	DE Committee meets monthly to review best practices; a space was provided for a Teaching & Learning Center in the remodeled building 100. Completed.
	Admissions & Records; IT Director; Bookstore	June 30, 2010	Compliance with federal law (Higher Education Act) requiring the College to include textbooks needed for each class in the online class schedule, or a link to a site with that information, by July 1.	Alternatives discussed with IT. Decision made to use a link to a site which was been implemented prior to July 1.
5.3 Mobile Computing	Chief Information Systems Office	June 2010	Implement Wireless network for 200 (both buildings), 600, 1000, 1600 and 1900.	Completed
5.4 Learning Resources at the new centers	Director of Vallejo Center	June 2010	a. Expand Library Reference Section (1 FTE). b. Develop Textbook Reserves for all Center courses.	a. Completed b. Completed + (130 for 150 classes)
	S/P VPAA Dean – Humanities Dean – Math & Science		Develop staffing plans (see 1.1, 1.2, 1.4, and 4.1) and allocations of resources, including personnel and fiscal, to ensure students enrolled in courses at the Vacaville and Vallejo Centers have appropriate instructional support in tutoring, reading, writing, and mathematics.	Staffing plan developed in HR office. Staffing plans for Vallejo and Vacaville include staff for the Learning Center (Reading, Writing, and Math) and technicians for science labs at both sites. Math/Science—Math lab staffing in Vallejo has been done by faculty and this is also the plan for Vacaville.
	Librarians, Librarians staffed at Centers (Ruth Fuller at Vacaville, Sandy Rotenberg and Erin Duane at Vallejo)	Vallejo completed, continuing. Vacaville to move in Spring 2010.	Provide Library services at both the Vallejo and Vacaville campuses. Services should meet the needs of Center student community in resources and staffing.	Use study of Vallejo library services to implement effective services in Vacaville.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
5.5 Computer & information competency	Admissions & Records/Financial Aid/Counseling/Student Development	June 2010	Service Area Outcomes will reflect student usage of Banner to register and manage student accounts, including Financial Aid notifications, counselor appointment scheduling on-line, etc.	A&R SAO's reflect registration specific criteria. Still need to conduct surveys.
	Director of Fiscal Services	June 2010	<ul style="list-style-type: none"> <li>a. Support employee participation in courses that increase knowledge of computer literacy and usage.</li> <li>b. Continue training sessions with the Banner/Sungard representatives</li> </ul>	<ul style="list-style-type: none"> <li>a. Employees are encouraged to participate in training and education relevant to the job.</li> <li>b. Training sessions have continued.</li> </ul>
	VPAA CISO Director Fiscal Services	June 2010	Implement training and re-fresher training in Banner fiscal and schedule modules for staff, directors, and deans.	Initial training completed.
	LR 010 Instructors, LR 010 Coordinator (Ruth Fuller), Library Management	Fall 2007-continuing	Full-implementation of LR 010/ENGL 001 co-requisite.	Completed
	Counseling and special Services	June 2010	Prepared for Banner 8 update	Testing plan submitted.



E: RESOURCE DEVELOPMENT

- I. Provide enhanced resources and allocation methods to ensure high-quality education for all. [CCC/E]
- D. Resource Optimization. *Ensure that existing resources are used efficiently in meeting State priorities.* [CCC/E4]

**Strategic Goal #6: Fiscal Strength** — *Develop and manage fiscal and other resources to support institutional effectiveness.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
6.1 Physical plant support for college programs.	Student Development/ASSC	June 2010	ASSC will have transferred first payment for remodel of Building 1400 (Student Center) from Student Center fees. ASSC and Superintendent/President will sign 5-year agreement for transfer of funds.	Completed
	Director of Fiscal Services	February 2010	a. Budget to accurately reflect State and Federal Sources available to District. b. Financial reports to accurately reflect budget and actual for departments.	a. Budget presented to community and board reflects reality of funding. b. Session held with all budget managers and training took place for all.
	Division Deans VPAA	June 2010	Actively and effectively participate in facility and educational program planning for renovation, modernization, and new construction projects.	Science department has been actively involved in the planning and implementation of the labs at the Vallejo and Vacaville Centers; Art department staff has completed the design phase of the remodel of the 1300 building; Librarians and reading and writing faculty were involved in the planning and implementation of the 100 building remodel. FAA/BS & Math/Science Labs at Vacaville & Vallejo. PE—participated heavily in Bond renovation planning, etc. for our Division and the Centers.
6.2 Effectiveness and efficiency of fiscal services operations	Admissions & Records/, Financial Aid	June 2010	Complete BOGW set-up as exemption and participate in cross-functional team to solve student account billing issues.	Complete.
	Director of Fiscal Services	On-going	a. Continue training sessions with the Banner/Sungard representatives. b. Cross training of the department staff. c. Desk manuals for all desks. d. Employees in Fiscal Services take part in committees within the College.	a. Training continued. b. Limited cross-training has taken place. c. Not yet accomplished. d. Employees in Fiscal Services have mainly concentrated on Banner.
	Director, Fiscal Services	June 2010	Complete the interface of Human Resources and Fiscal Services regarding payroll issues.	Interface is being developed.
	Director of Fiscal Services, Nalini ; Interim Director Human Resource, Trudy Largent	On-going	a. Continue training sessions with the Banner/Sungard representatives. b. Cross training of the department staff; Develop Human Resources operational manual.	a. Training continues b. No operational manual yet; department staff is being trained together on multiple tasks.
6.3 Fiscal stability	Vice President, Student Services	June 2010	a. Complete 2009-10 reorganization details. b. Support budget planning for 2010-11 year.	a. Reorganization details for Financial Aid are being developed. b. Support provided for budget planning for 2010-2011
	Director of Fiscal Services	On-going	a. Follow the budget calendar for fiscal years. b. Attend Chancellors budget workshops. c. Accurately reflect the revenue and expenditures within all budget areas. d. Use College committees to share budget/actual information.	a. Budget calendar remained a focal point and adjusted with situations. b. College participated in workshops in regard to the budget. c. This task was not completed, but is in process for 2010-2011 d. Information on budget is widely shared, especially through FABPAC.
	Interim Director, Human Resources	June 2010	a. Implement the 2009-10 District Administrative Reorganization Plan. b. Support budget planning for 2010-2011 year.	a. Administrative plan implemented b. Hr provided major support for the 2010-2011 budget planning.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Director of Public Relations, Marketing & Communications	June 2010	Operate efficiently within budget for fiscal year 2009-10.	Unit stayed under approved budget in its expenditures
	VPAA Division Deans Directors	June 2010	Exercise fiscal prudence. Support budget planning for 2010-11 year.	Achieve 9400 FTES within budget for 8900. Slowed spending in spring 2009 to conserve funds; currently working on budget development for 2010-11.
	Admissions & Records IT Director Bookstore	June 30, 2010	Compliance with federal law (Higher Education Act) requiring the College to include textbooks needed for each class in the online class schedule, or a link to a site with that information, by July 1.	Alternatives discussed with IT. Decision to be made by May 17.
6.4 Foundation success	Interim Director Human Resources, Trudy Largent	June 2010	Support the foundation through the establishment, recruitment and selection of the Executive Director Institutional Advancement position.	Executive Director hired following successful search process.
	Director of Public Relations, Marketing & Communications	December 2010	a. Assist in promotion of annual Online Auction fundraiser. b. Co-host Community Connections: First 100 Days.	a. Auction is cancelled for 2010 b. One hundred Days and Beyond well attended.
	Director of Vallejo Center	June 2010	Engage in "Dollars for Scholars " fundraiser with Foundation.	Raise \$700+

C: PARTNERSHIPS FOR ECONOMIC AND WORKFORCE DEVELOPMENT

- I. Strengthen the Colleges' capacities to respond to current and emerging labor market needs and to prepare students to compete in a global economy. [CCC/C]
- E. Defining and Addressing Long-Range Economic and Workforce Trends. *Build on the California Community Colleges' Economic Development Initiatives to define and develop emerging career clusters. Ensure that the Colleges have access to the tools and resources needed to track and respond to long-term economic and workforce trends.* [CCC/C5]

**Strategic Goal #7: Community Relations** — *Foster a strong connection to the communities we serve and be responsive to local and regional needs.*

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
7.1 Workforce training and economic development	Program Developer, Student Development/Tech Prep	June 2010	Develop and expand business/industry partnerships and workforce development collaboratives, including focus on emerging technologies.	<p>Program Developer:</p> <ul style="list-style-type: none"> <li>• Delivering short-term intensive workforce development programs in Mechatronics (240 hrs) &amp; Water/Wastewater (264 hrs) for WIB (Workforce Investment Board) participants</li> <li>• Offering career ladder classes for SEIU (Service Employees International Union)/Kaiser employees</li> <li>• Credit classes for child care workers pursuing degrees</li> <li>• Free for students water/wastewater classes all over the bay area</li> <li>• Substance abuse certificate prep classes for Solano state prison inmates.</li> </ul> <p>Working on the following 2009-10 contracts:</p> <ul style="list-style-type: none"> <li>• BACWA (Bay Area Clean Water Agencies)</li> <li>• Anheuser-Busch</li> <li>• Child Start</li> <li>• Kaiser</li> <li>• SEIU/Kaiser</li> <li>• Travis Firefighters</li> <li>• WIB.</li> <li>• Community Collaborative Core(\$309,990)</li> <li>• Supplemental (\$78,874) Workforce Innovation Partnership Grant \$150,000)</li> </ul> <p>The grants will work with Solano County Office of Education, high schools and middle schools to deliver: Courses in career awareness for Water/Wastewater and Entrepreneurship; articulating courses.</p>
	Director of Vallejo Center	Fall 2009 June 2010	<ul style="list-style-type: none"> <li>a. Host SBDC Workshop.</li> <li>b. Host Economic and Business Symposium, Mayors' Forum.</li> <li>c. Serve on Vallejo Chamber Economic Development Committee.</li> </ul>	Hosted SBDC Workshop in 10/09, Economic/Bus Symposium in 11/09
	Program Developer Division Deans Director of SBDC	June 2010	Develop and expand business/industry partnerships and workforce development collaboratives, including focus on emerging technologies.	<p>Program Developer:</p> <ol style="list-style-type: none"> <li>1. WIB grants.</li> <li>2. Green Grant.</li> </ol>

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
				<p>3. CTE Collaborative Grants.</p> <p>4. Water/Wastewater.</p> <p>5. WIP grant.</p> <p>6. Seek additional sources for alternative funding through businesses, state, federal, and private grants</p> <p>7. WIB grants (99,998) for short term intensive workforce development programs in Mechatronics and water/wastewater.</p> <p>8. CTE Collaborative Grants (see above).</p> <p>9. Contracts for credit and not-for-credit courses and programs for:</p> <ul style="list-style-type: none"> <li>In-Bev Anheuser Bush</li> <li>Bay Area Clean water Agencies</li> <li>ChildStart</li> <li>Children's Network</li> <li>City of Dixon</li> <li>Solano Community College County</li> <li>Goodrich</li> <li>Meyer Corporation</li> <li>Kaiser</li> <li>Macro Plastics</li> <li>Clorox</li> <li>SEIU in collaboration with Kaiser</li> <li>Western Container</li> <li>Travis firefighters</li> <li>Vestas</li> <li>YMCA</li> <li>Insulfoam</li> <li>The Doctor's Company</li> <li>Abbott Laboratories</li> <li>Valero</li> </ul> <p>Seek additional sources for alternative funding through businesses, state, federal, and private grants.</p> <p>SBDC--Secured additional sources for alternative funding through businesses, state, federal, and private grants</p> <ul style="list-style-type: none"> <li>a. City of Vallejo SBDC Contract</li> <li>b. City of Fairfield SBDC Contract</li> <li>c. City of Benicia SBDC Contract</li> <li>d. City of Suisun SBDC Contract</li> <li>e. City of Vacaville SBDC Contract</li> <li>f. City of Dixon SBDC Contract</li> <li>g. County of Solano SBDC Contract</li> <li>h. State EWD Contract for SBDC</li> </ul>

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
				<ul style="list-style-type: none"> <li>i. State EWD Entrepreneurship Career Pathways Grant</li> <li>j. Federal SBA Contract for SBDC</li> <li>k. CITI Grant for Profit Mastery</li> <li>- SBDC Hosted three Business Expos in Vallejo and three Business Expos in Fairfield.</li> <li>- Secured six contracts with cities to deliver counseling and training to small businesses.</li> <li>- Secured a new Community Development Block Grant (CDBG) Microenterprise Grant for \$300,000 with the County.</li> <li>- Secured an Entrepreneurial Career Pathways Project Grant (\$60K FY 07-08, \$50K FY 08-09, \$35K FY 09-10).</li> <li>- Below are some of the economic impact results we track: <ul style="list-style-type: none"> <li>• Training – 116 workshops with 1,828 participants in 2008 and 99 workshops with 1,202 participants in 2009.</li> <li>• Counseling – 1,795 hours of counseling provided to 362 businesses in 2008 and 1,870 hours to 347 businesses in 2009.</li> <li>• Economic Impact Results <ul style="list-style-type: none"> <li>✓ 83 jobs created in 2008, 88 jobs created in 2009.</li> <li>✓ 149 jobs retained in 2008, 10 jobs retained in 2009.</li> <li>✓ 38 business startups in 2008, 14 business startups in 2009.</li> <li>✓ \$4,977,383 in increased sales in 2008, \$5,228,349 in increased sales in 2009.</li> <li>✓ \$5, 299, 1122 in financing for businesses in 2008, \$3,043,344 in financing for businesses in 2009.</li> </ul> </li> </ul> </li> </ul>
7.2 Life-long learning and personal enrichment	Director of Public Relations, Marketing & Communications Program Developer	Ongoing December 2009 March 2010 October 2009 & 2010 February 2010 March 2010	<ul style="list-style-type: none"> <li>a. Develop external Contact Database (elected officials, businesses, VIPs, etc.) for newsletters, events, etc.</li> <li>b. Membership in all District Chambers of Commerce.</li> <li>c. Establish Social Media web pages (MySpace, Facebook, Blog, Twitter).</li> <li>d. Major Sponsor for Solano Hispanic Chamber of Commerce Annual Gala.</li> <li>e. Develop Community Newsletter.</li> <li>f. Develop Tech Prep outreach materials.</li> </ul>	Training and education includes Water/Waste/wastewater advanced manufacturing, including PLC and process controls and Wind Technology.
	Dean – FAA/BS	2009 – 2011	<ul style="list-style-type: none"> <li>• Community Services will continue to develop a mix of fee-based classes and programs to ensure self-sufficiency.</li> <li>• PE—working on gaining approval of a new fees schedule for facility use and consistent policies for Community Services.</li> </ul>	CS staff continues to seek new funding sources through innovative course offerings. PE—supplied instructors to teach Community Services and Workforce Preparation courses in Health Education, Yoga, Pilates, and Dance.
7.3 Strong connection to the community	Admissions & Records	June 2010	<ul style="list-style-type: none"> <li>• E-Mail blasts</li> <li>• SCC Web Page</li> </ul>	Have sent multiple email blasts and updated multiple SCC web pages in Self Service Banner.

Objective	Responsibility	Timeline	Expected Outcome(s)	Actual Result(s)
	Student Development & Outreach, Director of Vallejo Center	June 2010	<ul style="list-style-type: none"> <li>a. Continue to work on high school outreach matrix, work with Academic Affairs to offer classes as appropriate at high schools.</li> <li>b. Continue discussions between appropriate administrators and high school principals on access strategies.</li> <li>c. Arrange for high school principal meeting at Vallejo, Vacaville and Fairfield for spring 2010.</li> </ul>	Follow-up meetings with Vallejo, Fairfield, and Vacaville high school principals held in October 2009- held at Vallejo Center, Main Campus, and Vacaville Center.
	Student Development & Outreach/Tech Prep	June 2010	Expand public service, business, industry, and labor participation in Tech Prep Partnership.	New partnerships formed through "I Built a Bridge" competition at Carpenters Training Facility; one from Sacramento region and one from Marin County.
	Director of Fiscal Services	On-going	Join community organizations which support the college.	
	Director of Vallejo Center	Fall 2009 Spring 2010 June 2010	<ul style="list-style-type: none"> <li>a. Participate in Ferry Rider Appreciation Day—man SCC booth.</li> <li>b. Host Fil-Am Mixer.</li> <li>c. Attend Mixers, collaborate with Fil-Am, Hispanic, Black, and Vallejo Chambers.</li> </ul>	FRAD booth, 9/09
	VPAA Division Deans Directors	June 2010	Increase the visibility of SCC through involvement in local, regional, and state-wide national organizations. CoC Ed. Com; Chamber of Commerce; Theatre; ACCA Conf.	<ul style="list-style-type: none"> <li>• PE/Wellness/Athletics—Dean Myers is involved in Vacaville Chamber of Commerce locally; is an officer and past president of the National Alliance of Two-Year Collegiate Athletic Administrators; is a past president and member of the California Community College Athletic Directors Association and California Community College Physical Education Organization; is a past executive officer for the National Association of Collegiate Directors of Athletics.</li> <li>• Robin Sytsma and Inge Bourdon attended the Healthy Kitchens Nutrition Conference with VATEA funds and reported back to our Division and are going to implement some of the information into their classes.</li> <li>• Jeff Cardinal attended the National Soccer Coaches Association of America Conference.</li> <li>• Brittney Cooper was a NSCAA All-America in Soccer.</li> <li>• Melissa Logan was a National Fastpitch Coaches Association(NFCA) All-America in Softball.</li> <li>• We hosted our 15<sup>th</sup> Annual Solano College Hall of Fame Banquet in October 2009.</li> <li>• Solano annually hosts the Bay Valley Conference Athletic meetings.</li> <li>• The following coaches attended State-wide coaches meetings in their sport: Darla Williams, Scott Stover, Scott Parrish, Matt Borchert, Jeff Cardinal.</li> </ul> <p>Math/Science—Interim Dean Conrad participates in the Fairfield/Suisun Chamber of Commerce Education Committee. He is also a board member of the California Mathematics Council, Community Colleges.</p> <p>Solano College Theatre Touring Company. Between fall 2006 and spring 2010, Theatre Touring Company played over 150 shows to approximately 20,000 people. The following is a list of appearances:  <u>Performance Opportunity Venues:</u>                      Disneyland Magic Music Days, Anaheim, CA, San Francisco Theatre Festival – Yerba</p>

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				<p>Buena Gardens, San Francisco, Solano County Fair, Vallejo, Napa Valley Expo Napa Town &amp; Country Fair, Madden Hall, Dixon Fairgrounds.</p> <p><u>Civic Festival Appearances:</u>                      Mayoral Inauguration Ceremony for Elizabeth Patterson – City Hall, City of Benicia, Annual Festival of Arts in the Park – Benicia Community Arts, July 4<sup>th</sup> Festivities – Benicia City Park, Mardi Gras Benicia – Gold and Gumbo Festival, Benicia Mainstreet Market Festival, Kids Fest - Six Flags Discovery Kingdom, Vallejo, Vallejo Fourth of July Music Celebration - Downtown Vallejo Association, Harvest Season Festival – St. Helena Community Center, Fairfield Downtown Association – Annual Candy Festival, SummerFest Car Show &amp; Family Festival - North Texas Street Business Association, Suisun City Fourth of July, Suisun City Waterfront, Spring Kids Festival – Suisun City Open Market, Cinco de Mayo Parade &amp; Boat Parade, Suisun City Waterfront, Santa’s Arrival in Old Town – City of Suisun, Merriment on Main, Festival of Trees Holiday Tree Lighting - Vacaville Reporter, Bunnies and Bonnets Vacaville Festival, Fiesta Days – Vacaville, Vacaville’s Arts &amp; Soul.</p> <p><u>Education &amp; Community Outreach:</u>                      Merrill Gardens of Vacaville – Retirement Community, PACE Center, Fairfield, Paramount House Senior Living, Rolling Hills Elementary School Assembly, St. Vincent’s School Assembly, Solano County Public Library Series, Vacaville Public Library-Cultural Center Library, Fairfield Civic Library, Suisun City Library, Rio Vista Library, John F. Kennedy Library, Vallejo, Fairfield Cordelia Library, Springstowne Library, Vallejo, Vacaville Public Library – Town Square, Solano County Library Summer Music Series – Fairfield, Springstowne Middle School Assembly, Wooden Valley School Carnival.</p> <p><u>Solano College Programming Promotion &amp; Fundraising:</u>                      An Evening with Tom Hanks – Solano College Theatre Fundraiser, Neuro Fibro Mitosis Foundation – Lagoon Valley Park, Vacaville, Relay for Life at Solano College’s Outdoor Track, Travis Air Force Base – 349<sup>th</sup> Air Mobility Wing: Entertain the Troops and Families, Solano College Theatre Mainstage – Theatre Enrollment Promotional, Solano College Student Awards Ceremony, Vacaville Performing Arts Theatre – Student Recital.</p> <p>Leslie Rota continues to serve as a member of the Board of Vallejo Cable Access Television representing SCC.</p> <p>Marc Pandone made the following community contributions:                      Represents the College on the Board of Solano County Public Art; was one of three guest jurors at the Fairfield Arts annual Juried exhibition; was invited for the 4<sup>th</sup> time in 5 years to be the Guest Artist at the introductory portion of the Nature and Culture Program field work course that is offered by the University of California Davis; was part of a four person exhibit titled <b>Four on Form</b> at the Napa Valley Museum in Yountville. Marc also gave an artist talk as part of the exhibit. Students from SCC</p>

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				<p>visited the exhibit and talk; artwork was selected to be part of the permanent installation of artwork at the new Kaiser Hospital in Vallejo. The selection process had an emphasis on local regional artists</p> <p>Greg Poff and the Sports Broadcasting class broadcasted about 25 High School football games and a handful of High School basketball and soccer games as well; the students always identified themselves with Solano College. The class now has a web site where the games will be broadcast.</p> <p>Maile Ornellas, SCC Prof. Film/TV is a member of the Fulbright Alumni Association. Samanda Dorger spoke to the yearbook class at Vanden High School in Fairfield about photography, and classes at SCC.</p> <p>Elizabeth Craven adjunct in photography attended the regional Society for Photographic Education meeting in December.</p> <p>Barbara Mendoza adjunct in Art History presented to the College Art Association Annual Conference, Session Chair, Chicago, IL, February 11, 2010: Session Title: Crossing Paths, Changing Lives: Processes of Biculturalism in Ancient Art and the American Research Center in Egypt/North America National Conference, Presenter, Oakland, CA, April 24, 2010: Paper Title: Adventures in Dating: The Case of the So-called "Brother of Pashasu."</p> <p>Karen McCord participated in the following community events:            July 2009 Landmarks Workshop Sponsored by National Endowment for Humanities (Civil Rights - Jackson Mississippi), July 2009 - Statewide Umoja Conference and Training, February 23, 2010 - Fairfield Suisun Library 4 presentation to FFSUD Students in recognition of Black History Month. Focus - Black Inventors, February 2010 - Keynote speaker Trilogy Senior Community Black History Month Program, On-going Peace Ambassador Program - Solano County Juvenile Hall, April and May 2010 FFSUD Presented to Teachers - Managing Hate Motivated Behavior and Peace and Conflict Resolution (Five Workshops).</p> <p>SBDC – Participated on the Solano Economic Development Corporation Marketing Task Force; Solano Employment Connection; Vallejo Chamber Economic Development Committee; Vallejo Chamber Education Taskforce Subcommittee; Fairfield Chamber Business Issues Committee, Vacaville Chamber Business Issues Committee; Member of California Association of Local Economic Developers; Member of National Association of Small Business Development Centers.</p>



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	Program Developer	June 2010	Be collaborative with regional community colleges. Deliver career awareness about Water/Wastewater & Entrepreneurship.	SB70 Community Collaborative. Serve on EWD (Economic & Workforce Development) Committee. On Leadership Team of Bay Area Community College Consortium. Regularly meet with Water/Wastewater advisory committee, Community groups such as Go Solano, WIB, city and state groups and reps, employers, and industry groups.

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