

**Strategic Plan 2007 - 2008
Annual Progress Report**



Goal 1: Base all curricular and programming decisions on data-driven strategies.			
Activity 1: Use data to make informed changes in programs, curriculum, schedules, and student services including a cost benefit analyses.			
Action Plan 1: Complete the data report using the definitions supplied on page 102 in Basic Skills Handbook.			
Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Regular funding	Primary Responsible Person(s): College Researcher	
	Success Factor: Comprehensive Basic Skills report	Other Responsible Person(s): ISSC/Administrative Council	
Timeline: August 20, 2007			
January 2008: 			
May 2008: GROSS: Have requested information on Structured Learning Assistance tutoring, one of this year's BSI initiatives. (Here or in next item?) TOWNSEND-MERINO: <ol style="list-style-type: none"> Using CPEC and ASSIST data the H & SS department revised degrees in History, Political Science, Sociology, Anthropology, Art and Art History, Theatre and Music. Our Crossing Borders Basic Skills Learning Community was informed by research from both our institution and current literature in the area of developmental college education. 			
Report Status	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing

Goal 1: Base all curricular and programming decisions on data-driven strategies.

Activity 1: Use data to make informed changes in programs, curriculum, schedules, and student services including a cost benefit analyses.

Action Plan 2: Develop a cohesive set of research questions that allow us to begin tracking identified Student cohorts.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Regular Funding	Primary Responsible Person(s): College Researcher
	Success Factor: Research questions	Other Responsible Person(s): ISSC/Administrative Council
Timeline: September 30, 2007		

January 2008:

TOWNSEND-MERINO: I have submitted requests to the research office to examine how student success in developmental English and Reading classes is related to their success in upstream English classes. I have also submitted requests to examine the impact of preparation on success in Social Science classes.

May 2008:

GROSS: In collaboration with Instructor Enriquez and Dean Stringer, requested and received data on percentages of Hispanic students declaring STEM majors, placement test results, persistence and success in Math. Used data to complete a collaborative Minority Serving Institution Engineering Improvement (MSEIP) grant with SF State for \$300,000 per year for 3 years.

GROSS: In collaboration with Dean Stringer and Science instructors, requested and received data on STEM cohorts. Used data to complete a College Cost Reduction and Access Act Hispanic Serving Institutions (CCRAA HIS) grant for \$765,000 year one and \$761,100 year two.

LUCAS-WOODS: As part of the SLO Process, SS developed SLO for all programs and departments, identified and created assessment tools, and conducted assessment processes. Then worked with the College Researcher to compile the information. Next steps include analyzing the data, developing action plans from it, and developing additional/new SLOs for next year.

HAYES: New Certificates and Degrees created are based on data elements from the CA Employment Development Department, specific employment needs of industry, local businesses, and community based organizations. During the 2007-08 academic year, the Fashion Merchandising Certificate and A.S. Degree were approved by the Curriculum committee. The fall, spring, and summer course schedules produced by the Business, Workforce, & Athletics Division are based on prior semesters' documented data and additional needs that arise during the semester. Also, ECE & ESL faculty got together to review the data on ESL students enrolled in ECE classes and it was decided upon to create a learning community. The learning community will assist the ESL students in being successful and persistent in completing the necessary college coursework for a Certificate, A.S. Degree, and possible transfer to SFSU for a Bachelors of Arts in CAD. The development stage will take place in fall 2008 and the actual implementation will begin in spring 2009.

TOWNSEND-MERINO: Not yet begun.

STRINGER: A cohort of STEM students has been identified and is being tracked. Bart Scott has details for the group of students.

HOOD: Commissioned Interact Communications to conduct the Student Media Preferences Survey. This helped guide the development of both a marketing and outreach plan for the College. The College needs to identify \$4000 annually to continue with this survey.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
Goal 2: Develop new programs and strengthen existing programs to meet our community and business needs.			
Activity 1: Develop partnerships with Employment Development Department and Workforce Investment Board to investigate employment trends developing the county economy.			
Action Plan 1: To contact business leaders in the Bay Area to identify where there are employment opportunities and identify the emerging trends in industry and community based organizations.			
Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Reassigned time	Primary Responsible Person(s): Linda Hayes and faculty	
Timeline: April 20, 2008	Success Factor: Report/Statistics	Other Responsible Person(s):	

January 2008:

HAYES: Have done initial research on the Economic Modeling Specialists, Inc. website (formerly known as CC Benefits) on employment trends developing within the metropolitan bay area. Will meet with pertinent key personnel during spring 2008 to identify emerging trends in industry. The Chemistry Technician program is currently being developed under the direction of Dr. Jeanette Medina. During this academic year in order to meet the community and business needs the following courses were developed and offered: a) three - one unit ECE courses for the San Mateo County Office of Education personnel and anyone else interested in the topics as professional development. Topics include: Math Strategies for Preschool Teachers, Coaching Skills for ECE Administrators, & Facilitative Leadership. b) a partnership between the County of San Mateo Human Services Agency and Cañada College developed the ECE court mandated parenting courses, one held in Daly City in English and one class held in Menlo Park in Spanish. Also, based on community and business needs was the development and offering of the .5 unit course in Human Services: Understanding the Experience of At Risk Youth.

May 2008:

HAYES: The Fashion Merchandise Certificate and A.S. Degree were created based on the strong needs of businesses and the advisory board.

HAYES: Much more work needs to be done in this area during the 2008-09 academic year.

HAYES: Need to add SPARK – Robert Hood will write on thisRWC 2020 – Pres. Mohr & Doug’s

STRINGER: Doug Hirzel has met with RHORC about health careers pathways. They do industry investigation about employment and training needs within healthcare systems. Jeanette Medina has also investigated professional development training opportunities among middle and high school science teachers. Another program, previously grant funded, has ended leaving a void in the community for teacher development. We have designed a pilot program to fill this need.

HOOD: The College has initiated discussions with the community non-profit, SPARK, to conduct a job exploration fair aimed at 6th through 8th graders.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	--------------------------------------	----------------------------------

Goal 2: Develop new programs and strengthen existing programs to meet our community and business needs.

Activity 5: Develop and promote a professional looking College brochure that displays current programs and career pathways.

Action Plan 1: Develop a general College brochure (in Spanish and English)

<p>Estimated Cost: <input type="text"/></p> <p><input type="checkbox"/> One Time: <input type="text"/></p> <p><input checked="" type="checkbox"/> Ongoing: <input type="text" value="\$15,000"/></p>	<p>Funding Source: \$26,000 is set aside for this purpose from Student Growth funds</p>	<p>Primary Responsible Person(s): Robert Hood</p>
<p>Timeline: October 1, 2007</p>	<p>Success Factor: A completed brochure</p>	<p>Other Responsible Person(s):</p>

January 2008:

May 2008:
HOOD: Working with outside contractors, the Office of Communications has finished an English language version of the brochure. The administration needs to identify approximately \$15,000 every 18 months to replicate this. It is important to update the brochure in a reasonable time span. To produce both a Spanish-language and English-language brochure, the administration should double the on-going costs.
HOOD: The College printed 10,000 copies of the English-language view-book and they have been well received by high school counselors, parents, and prospective students. It is important to produce both a Spanish-language and English view-book in June 2009.

<p><i>Report Status</i></p>	<p><input checked="" type="checkbox"/> Complete</p>	<p><input type="checkbox"/> In Progress</p>	<p><input checked="" type="checkbox"/> Ongoing</p>
-----------------------------	--	--	---

Goal 2: Develop new programs and strengthen existing programs to meet our community and

business needs.

Activity 5: Develop and promote a professional looking College brochure that displays current programs and career pathways.

Action Plan 2: Following the development of Career Pathways (see Goal 5-4, 11-4), create appropriate marketing materials.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Funding from carry over.	Primary Responsible Person(s): Deans and appropriate faculty.
	Success Factor: Marketing materials in place.	Other Responsible Person(s):
Timeline: May, 2008		

January 2008:

HAYES: Worked with District personnel on the "Find Your Future Here" full color 14 page brochure paid by the District. Need to work with Robert Hood, Public Information Officer.

May 2008:

GROSS: Worked with CSU EB to produce marketing materials for Health Sciences degree, for which they paid costs of reproducing and mailing.

STRINGER: Doug Hirzel has developed marketing material for the health careers program.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing

Goal 3: Develop programs and recruit students that respond directly to the current and projected demographic and economic trends in the College's Service Area.

Activity 1: Increase student recruiting, especially with under-served markets as identified in this plan.

Action Plan 1: Instruction Office and Academic Senate to identify a person to investigate and develop a model including courses for an Honors Program.

Estimated Cost: <input type="text" value="\$9,000.00"/> <input checked="" type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Release Time	Primary Responsible Person(s): Marilyn McBride
	Success Factor: Person and model identified	Other Responsible Person(s):
Timeline: December 30, 2007		

January 2008:

TOWNSEND-MERINO: We just met to develop two new events: a midnight madness application, assessment and registration event on campus and two similar off-campus Super Saturday events, one in EPA and the other in RWC.

McBRIDE: Patty Dilko was identified as the person to lead this effort. She had done significant research about programs, has developed a prospectus, and has made reports to Divisions, management and Academic Senate. She will present a proposal to the college about implementing a plan by the end of the spring semester.

DILKO: (Completed January 2008) Draft of Honors Scholars Prospectus complete Focus groups begun including: Associated Students; Academic Senate Governing Council; Instruction and Student Services Council: Business, Workforce, Physical Education Divisions: Identify Honors Program Steering Committee.

May 2008:

DILKO: (Projected May 2008) Continued focus groups including: Phi Theta Kappa; Counseling Department; Student Services Managers, Web based student survey, High school student survey (included on District-wide survey tool), Identify Honors Program Faculty Coordinator and Academic Counselor. Join Honors Transfer Council of California and Bay Honors Consortium. Identify faculty who are interested in teaching honors classes. Determine where the Honors Program should be "housed." Create Honors Scholars Program logo and inspirational source. Develop Honors Scholars program budget: start-up and ongoing.

(Projected December 2008) Develop Honors sections, contracts, and seminar. Develop Honors calendar and timelines. Develop Honors Policies and Procedures: eligibility, contracts, course

development guidelines, WebSmart procedures, counseling materials. Develop Honors webpage. Develop Honors Program promotional materials for students, high school counselors, the catalogue, and schedule.

(Projected Future) December 2010 apply for admission to the UCLA Transfer Alliance Program.

Report Status

Complete

In Progress

Ongoing

Goal 3: Develop programs and recruit students that respond directly to the current and projected demographic and economic trends in the College’s Service Area.

Activity 1: Increase student recruiting, especially with under-served markets as identified in this plan.

Action Plan 2: Develop activities focused on Middle School outreach.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Funding from Special Events	Primary Responsible Person(s): Tom Mohr
	Success Factor: 3 activities (students & parents)	Other Responsible Person(s):
Timeline: May 15, 2008		

January 2008:

TOWNSEND-MERINO: We just met to develop two new events: a midnight madness application, assessment and registration event on campus and two similar off-campus Super Saturday events, one in EPA and the other in RWC.

May 2008:

LUCAS-WOODS: SS sponsored and coordinated the May 17th Super Saturday recruiting event at the Redwood City Public Library using the full range of enrollment services including application, financial aid, placement testing, counseling and registration. And a similar event, Midnight Madness, is planned for Friday, August 1st.

STRINGER: May 14, 2008 Jeanette Medina’s NSF grant sponsored a visit to Cañada by middle school students from Central Middle School in San Carlos, CA. Students were part of the GATE program for gifted and talented students. The program was a huge success – based on teacher and student feedback.

HOOD: The College is working with SPARK, a community non-profit, to organize a job fair at the

College for local 6th through 8th grade students.

Report Status

Complete

In Progress

Ongoing

Goal 3: Develop programs and recruit students that respond directly to the current and projected demographic and economic trends in the College's Service Area.

Activity 1: Increase student recruiting, especially with under-served markets as identified in this plan.

Action Plan 3: Expand and deepen recruiting activities for High School.

Estimated Cost:

One Time:

Ongoing:

Funding Source:

Primary Responsible Person(s):
Melissa Raby

Success Factor:
3 additional activities
(students & parents)

Other Responsible Person(s):
Robert Hood

Timeline:
May 15, 2008

January 2008:

HOOD: To provide recruiters with necessary brochures and recruiting material resources need to be identified. While the Office of Communications has increased production of recruiting materials for the Outreach Office, no ongoing funding has been identified to continue this effort. These efforts have also come on top of current duties performed by the Office of Communications with no reduction in other duties or help to perform these additional duties. Student Services should identify an on-going source of funding to provide support materials for the Outreach Office.

RABY: Two PEP (Priority Enrollment Program) days are scheduled on April 19, 2008 and April 23, 2008. This program is designed for high school seniors to provide an easy transition from high school to college and includes placement testing, workshops on financial aid and admissions, orientation, a campus tour, and a counseling appointment.

RABY: Additional Campus Ambassadors were hired during Spring 2008 and weekly high school visits were scheduled for the following high schools: San Mateo, South San Francisco, Half Moon Bay, Hillsdale, and Aragon.

May 2008:

RABY: Super Saturday is scheduled in the community on May 17, 2008. This event will outreach to the Redwood City community and provide placement testing, registration assistance, financial workshops and counseling. The location is yet to be determined.

RABY: A luncheon was held at Cañada College in the new Library for all high school counselors and career services technicians from the Sequoia Union High School District. A general overview of the concurrent enrollment process and updates were provided along with program presentations by Faculty of various departments. The luncheon was well attended and many of the high school counselors stated that they were impressed with all of the changes that have been happening at the college.

RABY: The Outreach Department increased the number of activities including the following:

- Increased the number of Priority Enrollment Program (PEP), previously called PASS (for graduating seniors) from one event in 2007 to two events in 2008;
- Presented college information to 12 different classes at Sequoia High School;
- Filmed concurrent enrollment announcement for Woodside High School;
- Expanded the area of outreach and visitation to Palo Alto and South San Francisco;
- Increased number of high school tours to include charter schools and special programs for ESL;
- Attended more college fairs from South San Francisco to Cupertino to Half Moon Bay;
- Called students who had applied but not yet taken the placement test, and called students who had completed the placement test but not yet registered.

RABY: Collaborated district-wide to promote the Summer Connection Program (concurrent enrollment) including mailing of brochures, posting flyer, conducting surveys at each of the high schools.

GROSS: Attended Spanish Speaking Parents Information Night at San Mateo High School to provide personalized information on University Center programs.

GROSS: University Center developed Center for Teacher Efficacy classes through SF State for local area Math and Biology high school teachers focusing on *Differentiated Instruction*, receiving excellent evaluations, as well as commitments for additional programs for high school teachers next year.

HAYES: The Career Technical Education program faculty members have worked extensively with the Tech Prep Coordinator in the expansion of recruitment activities with high schools throughout San Mateo County. During the 07-08 academic year, the Tech Prep Coordinator invited the Jefferson High School District and the SSF Unified School District’s Fashion Design and Interior Design related students from the USHSD. The Multimedia Department has been teaching for the past two years, a very successful pathway of Multimedia courses at Sequoia High School. The Cañada College faculty member was invited and presented at the “Connecting Academy Pathways with Community Colleges” statewide conference this past March. Also, the Multimedia Dept. held an Open House in May and invited high schools with Multimedia related programs to attend the event.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input checked="" type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	---	----------------------------------

Goal 4: Improve success, retention, and persistence of students who are in basic skills classes,

including English as a Second Language.

Activity 1: Create a basic skills taskforce on campus to develop new approaches and strategies with the statewide framework as a reference.

Action Plan 1: Develop a series of Professional Development opportunities for faculty and staff which focus on recruitment, retention, and basic skills.

Estimated Cost: <input type="text"/> <input checked="" type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Staff Development Funds and Basic Skills allocation	Primary Responsible Person(s): Professional Development Coordinator and Basic Skills Task Force by means of recommendation
	Success Factor: Completion of workshops offered	Other Responsible Person(s):
Timeline: May 15, 2008		

January 2008:

May 2008:

LUCAS-WOODS: SS sponsored and/or participated in numerous professional development opportunities regarding recruitment, retention, and basic skills including the CIO/CSSO Annual Conference, the CSSO Northern Drive-in Conference, the State Chancellor's SS Technical Review Training, the SS Technical Site Visit at Chaffey College, and the State Chancellor's SS Conference in Los Angeles.

RABY: Counseling Faculty and Staff have participated in many professional development activities this past year including UC Conference, CSU Conference, International Career Development Conference, CalWORKS Coordinators Conference, Myers-Briggs and Strong Assessment Workshops, Ensuring Transfer Success Conference, Counseling to Type: Helping Students and Clients Through Individualized Career Counseling, Matriculation Conference, Articulation Conference, Veterans Conference, Foster Youth Conference, Bay Area Career Conference, The Basic Skills training workshop, and the ACT COMPASS workshop.

RABY: The Dean of Counseling and Enrollment Services and two Counseling Faculty gave a presentation on the First-Year Experience at the annual Student Services Conference.

TOWNSEND-MERINO:

- 1) Faculty who are teaching in the Crossing Borders Basic Skills Learning Community participated in a three day retreat to develop integrated curriculum for powerful learning experiences.
- 2) Basic Skills Task Force has developed a set of recommendations for workshops to be offered in the 08-09 academic year. They will be working with Professional Development and the SLOAC Committee as well in the development of these workshops.
- 3) Faculty have participated all summer in a series of three seminars supported by the state wide Basic Skills Task Force.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	--------------------------------------	----------------------------------

Goal 4: Improve success, retention, and persistence of students who are in basic skills classes, including English as a Second Language.

Activity 1: Create a basic skills taskforce on campus to develop new approaches and strategies with the statewide framework as a reference.

Action Plan 2: Identify a task force and develop and implement a Basic Skills Strategic Plan.

<p>Estimated Cost: <input type="text"/></p> <p><input type="checkbox"/> One Time: <input type="text"/></p> <p><input type="checkbox"/> Ongoing: <input type="text"/></p>	<p>Funding Source: Basic Skills Fund</p>	<p>Primary Responsible Person(s): Marilyn McBride, Phyllis Lucas-Woods, Academic Senate</p>
<p>Timeline: May 15, 2008</p>	<p>Success Factor: Strategic Plan and some completed activities</p>	<p>Other Responsible Person(s):</p>

January 2008:

McBRIDE: Basic Skills Task Force met regularly during the Fall semester. A plan was developed using the BSI funding currently available. Major initiatives include the Crossing Borders Learning Communities, hiring a full-time counselor (non-tenure track) providing extra assistance in the Learning Center using instructional aides to help with English and ESL, hiring extra student ambassadors, providing structured learning assistants in four classrooms, providing for professional development, and funding one SOTL Scholar.

TOWNSEND-MERINO: Crossing Borders: A College Success Learning Community.

May 2008:

GROSS: Exploring opportunities for bringing the Puente program to the College, which has a proven track record in supporting students in English 836, as well as English 100, contributing to increased transfer rates.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input checked="" type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	---	----------------------------------

Goal 5: Improve the persistence and transfer rate of students enrolled in transferable courses.

Activity 3: Reinforce and promote the image of Cañada College as a successful transfer institution.

Action Plan 1: Develop elements of the website which respond to the expectations of students wishing to transfer to Universities.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Time for Roberta Chock and assistance from the District	Primary Responsible Person(s): Tom Mohr
	Success Factor: New information on the web	Other Responsible Person(s):
Timeline: December 30, 2007		

January 2008:

May 2008:
GROSS: Included line item in CCRAA HSI grant for proposed Transfer Center website update for \$22,500.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
Goal 5: Improve the persistence and transfer rate of students enrolled in transferable courses.			
Activity 4: Create pathways by which students can move through transfer programs in a timely fashion (see Goal 11-4).			
Action Plan 1: Examine and develop new appropriate curriculum for transfer AA's for articulation with CSU's and UC's.			
Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>		Funding Source: 	Primary Responsible Person(s): Deans
		Success Factor: 10 pathways will be identified	Other Responsible Person(s):
Timeline: May 15, 2008			
January 2008: TOWNSEND-MERINO: The departments of Anthropology, History, Sociology, Political Science and Speech had approved in Fall 2007 new AA's and numerous new courses. These changes will allow students to transfer as juniors to most institutions. The departments of Studio Art, Art History, Theater and Music will be asking for approval for all new AA's and new courses by the end of Spring 08. In addition, the Humanities and Social Science division will present three new interdisciplinary AA's in Latin American studies, Humanities, and Social Sciences. HAYES: The faculty in Business & Accounting are meeting with the College Researcher to obtain specific statistics to analyze if there are consistent patterns that need to be addressed and also other divisional faculty members are reviewing the pathways by which students can move through transfer programs in a timely fashion.			
May 2008: RABY: Counseling Faculty worked in collaboration with Faculty from the Humanities and Social Science Division and the Science and Technology Division to create new Inter-disciplinary studies degrees that replace the out-of-compliance University Studies Degrees.			

HAYES: The faculty in Business & Accounting met with the College Researcher to obtain specific statistics to analyze if there are consistent patterns that need to be addressed and are awaiting the results. The Fashion Design faculty, coordinator, and Dean have been meeting with key SFSU personnel in setting up articulated agreements for a smooth transition from the A.S. in Fashion Merchandising to SFSU's related program.

TOWNSEND-MERINO: All degrees now approved. We will need to monitor transfer rates.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	--	---	---

Goal 6: In dialog with business and industry, support and strengthen existing workforce programs. Through research and sustained interaction with the business community, pursue new programs and courses which reflect the dynamic occupational and specific needs of the Bay Area economy.

Activity 1: Build and maintain relationships with Chambers of Commerce in the Bay Area.

Action Plan 1: Developing and maintaining partnerships for Chemistry and Allied Health.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Grant funds	Primary Responsible Person(s): Victoria O'Donnell
	Success Factor: List of industry partnerships	Other Responsible Person(s): Jeanette Medina and Doug Hirzel
Timeline: May 15, 2008		

January 2008:

May 2008:

GROSS: Have continued to work with San Mateo County Human Resources to deliver appropriate, accelerated classes on-site for employees toward an AA, also provided 4 transfer opportunities workshops to them, highlighting Health Science degree.

GROSS: Through the University Center, developed Spanish/English Interpretation Certificate program from SF State to train interpreters, who also receive credits towards Bachelor's in Spanish.

GROSS: Through the University Center, developing Health Science with an Option in Administration from CSU EB, slated to begin fall 08.

STRINGER: An advisory board, including industry and educational partners, has been formed for the NSF project. This project is developing specific training opportunities for students to work in chemical or research laboratories. Industry input is critical to the success of this program. The health careers program that Doug Hirzel has been leading is also working closely with RHORC to identify needs in the healthcare industry.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	--------------------------------------	----------------------------------

Goal 7: Increase entrepreneurial actions across the College by seeking new revenue sources.

Activity 2: Increase the support for personnel and non-personnel resources in the development office.

Action Plan 1: Employ a College Fund Developer.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Approximately \$90,000 from the General Fund	Primary Responsible Person(s): Tom Mohr
	Success Factor: Employment accomplished	Other Responsible Person(s):
Timeline: October 30, 2007		

January 2008:

MCBRIDE: Decided not to move forward with this at this time. The SMCCCD Foundation has offered significant help in fund development. A new director is in place there and she will work with the college to develop resources.

May 2008:

Report Status

Complete

In Progress

Ongoing

Goal 8: Develop and strengthen external collaborative relationships and partnerships.

Activity 2: Align the Cañada College, High Schools, and Adult School curricula, develop common assessment and develop programming to increase the awareness of students about their career and educational opportunities available at Cañada College.

Action Plan 1: Identify faculty to meet with High School and Adult School faculty to align curriculum.

Estimated Cost:
 One Time:
 Ongoing:

Funding Source:
Unknown

Primary Responsible Person(s):
Deans

Success Factor:
2 Disciplines

Other Responsible Person(s):

Timeline:
May 15, 2008

January 2008:

TOWNSEND-MERINO: The ESL faculty regularly participate in CAL-PASS meetings and have met with the ESL faculty of San Mateo Union High School district several times. In addition, the ESL faculty regularly meet with Sequoia Adult school leaders and faculty to align curriculum. Writing and Reading Faculty at East Palo Alto Academy are interested in meeting this summer with Cañada faculty to discuss alignment of curriculum. This initiative is still in the discussion phase.

HAYES: College CTE faculty members have been meeting with high school CTE faculty members to review current articulation agreements in place, changes to curriculum between entities, and distribute new flyers and brochures to be disseminated back at each high school's key areas to promote the educational and career opportunities at Cañada College. The Dean will discuss with the Business, Workforce, & Athletics Division faculty, the opportunity to align curriculum in other areas of study and to meet with the adult school faculty members in their respective disciplines.

May 2008:

TOWNSEND-MERINO: have written a grant to Woodrow Wilson Foundation to support the work with EPAA.

STRINGER: Doug Hirzel has been working closely with the high schools in the area, particularly East Palo Alto Academy, East Palo Alto Aspire Academy, Woodside, and Carlmont to bring health science classes to the high school. One faculty member has been identified at Woodside, Ernest Lo, who is qualified to teach HSCI 100 and 115.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	-----------------------------------	--------------------------------------	----------------------------------

Goal 8: Develop and strengthen external collaborative relationships and partnerships.

Activity 3: Evaluate existing PreK-16 partnerships and determine how the programs can be improved.

Action Plan 1: Evaluate the current University Center program.

Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source:	Primary Responsible Person(s): Jeanne Gross
	Success Factor: Report	Other Responsible Person(s):
Timeline: December 15, 2007		

January 2008:

GROSS: The Dean of the University Center is gathering program information concerning enrollment, headcount, graduation, etc. from various departments at San Francisco State University. The College Researcher and Chief Information Officer met with the Dean to discuss a survey instrument to be administered to students in current classes in late April. The items will be included in an evaluative report in May.

May 2008:

GROSS: Evaluative report compiled and presented to the College President and Board of Trustees.

Report Status

Complete

In Progress

Ongoing

Goal 8: Develop and strengthen external collaborative relationships and partnerships.

Activity 7: Expand partnership opportunities with extended agencies to provide support for Child Development lab/center.

Action Plan 1: Create a task force to complete a feasibility study on the Child Development Center.

Estimated Cost:

One Time:

Ongoing:

Funding Source:

Unknown

Primary Responsible Person(s):

Tom Mohr

Success Factor:

Completed feasibility study

Other Responsible Person(s):

Timeline:

May 15, 2008

January 2008:

May 2008:

Report Status

Complete

In Progress

Ongoing

Goal 9: Build an educational environment that fosters a passion for education, and the leadership and the personal skills necessary for civic engagement/participation.

Activity 1: Develop rigorous academic classes with structure to support the under-prepared e.g. study groups and peer tutoring.

Action Plan 1: Develop a collaborative model for intensive and rich tutoring between Social Science faculty and the tutorial center. Social Science Faculty will work with the tutorial staff to develop a model for intensive peer tutoring.

Estimated Cost:

One Time:

Ongoing:

Funding Source:

Unknown

Primary Responsible Person(s):

Jean Gross & Katie Townsend-Merino

Success Factor:

Improve student success in class

Other Responsible Person(s):

Timeline:

May 15, 2008

January 2008:

TOWNSEND-MERINO: The History department has pioneered this model. They have recruited tutors who provide tutoring on demand (meetings scheduled via email) and who run student-led workshops on writing successful essays for history classes. The department is presenting its efforts at the March division meeting.

May 2008:

GROSS/SABBADINI: The Learning Center is collaborating with SS faculty to ensure all SS courses have a tutor who is able to assist the faculty in whatever efforts they need: study sessions, individual tutoring, workshops, etc.

Report Status

Complete

In Progress

Ongoing

Goal 9: Build an educational environment that fosters a passion for education, and the leadership and the personal skills necessary for civic engagement/participation.

Activity 3: Create an environment full of activities and filled with ideas, in particular, controversial ideas such as a global lecture series or panels, a series of high-interest political debates.

Action Plan 1: Plan two new activities e.g. lecture series, film series, Theater, debates in the coming academic year.

Estimated Cost:

One Time:

Ongoing:

Funding Source:

Unknown

Primary Responsible Person(s):

Phyllis Lucas-Woods

Success Factor:

Two new activities

Other Responsible Person(s):

Katie Townsend-Merino

Timeline:

May 15, 2008

January 2008:

LUCAS-WOODS: *Silent Program: Jewish New Year (Student Activities). *Humanities & Social Sciences Faculty Lecture Series-Traveling the Silk Route: China, Pakistan and Iran; Theater as a Dynamic Force for Social Change; Stereotype Threat and the College Classroom. *International Latino Film Festival (Humanities & Social Sciences)-¿Y tú, cuánto cuesta?/What's Your Price? *A Day of Change-Doctors without Borders; Relief for Darfur (PreMed Club/Humanities & Social Sciences) *How to Win a Cosmic War? The War on Terror, Reza Aslan (Humanities & Social Sciences) *Twilight: Los Angeles, 1992 (Theater Arts Program/Humanities & Social Sciences) *The Middle East: Cycle of Power (The Anthropology Club/Humanities & Social Sciences & Phi theta Kappa)-History Through the Eyes of Islam, Tamim Ansary; Middle Eastern Politics, Bridgette M'Guinness; Iraq - A Focus on the Middle East, Ayad Al-Qazzaz *National Coming Out Day - Tough Guise Presentation What Does it Mean to be Masculine (Student Activities) *United Nations Association Traveling Film Festival - Death on a Friendly Border *Where Hawaiians Met the Donner Party - Early Immigration into California (Student Services/Library) *Constitution Day - Jean Jacques Rousseau and Our Constitution: How to Find Scholarly Articles on political Theory (Student Services/Library) *Dia de los Muertos Altar Building Activity; Sugar Skull Workshop (Student Activities) *AIDS Awareness Week - Movie "Life Support"; Safe Sex 101 Workshop; HIV Positive Guest Speaker (Student Activities) *Young Latino Leaders Annual Posado (Student Activities).

TOWNSEND-MERINO: A Humanities and Social Sciences faculty lecture series was developed and five events have occurred with a slate of nine scheduled. The Political Awareness Club is developing an issue debate series.

May 2008:

LUCAS-WOODS: *Humanities & Social Sciences Faculty Lecture Series. The Relationality of Ethnic Identity Breaking Faith: The Nuremberg Code on US Experimentation in the Cold War Era. *Black History Month events (Student Activities), Musicia Original de Cuba, African Americans and the Black Diaspora: From King and Du Bois to Obama. Abada Capoeira performance. *African American Student Luncheon (Student Activities). *Relationship Abuse Awareness speakers and Forums (Health Center), Interfaith Dialogue: Unity in Diversity (ASCC), Humanities & Social Sciences Faculty Lecture Series: Bridges Not Walls

GROSS: The Diversity Committee planned and presented a *M.E.E.T on Common Ground: Respect in the Workplace* training in collaboration with District personnel. On the last day of the training the committee brainstormed with participants concerning forums, presentations, workshops addressing diversity issues for next year. The Committee has met in June, and will meet in July to develop a plan to present to College Council in the fall.

TOWNSEND-MERINO: The Humanities & Social Sciences faculty are developing a new lecture series with the theme "Crossing Borders" for the 08-09 Academic Year.

Report Status			
<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing	
Goal 10: Provide new and expanded opportunities for faculty and staff development which support an atmosphere of excellence in academics and student support services.			
Activity 5: Develop new professional development activities centered on student support. Collaborate with the other colleges to develop district wide student support meetings as Professional Development activities (see Goal 10-8).			
Action Plan 1: Develop a series of Professional Development opportunities for faculty and staff which focus on recruitment, retention, and basic skills.			
Estimated Cost: <input type="text"/>	Funding Source: Basic Skills fund	Primary Responsible Person(s): Professional Development Coordinator	
<input type="checkbox"/> One Time: <input type="text"/>	Success Factor: Completion of Workshops offered	Other Responsible Person(s):	
<input type="checkbox"/> Ongoing: <input type="text"/>			
Timeline: May 15, 2008			
January 2008:			
May 2008:			
GROSS: Student Services had a workshop on Student Services SLO's in the Spring, which focused on professional development in order to create and assess SLO's. Student Services will have a Retreat for SS Supervisors in June focusing on defining and redefining students and their needs in order to develop most effective services and to begin planning for Student Services ongoing professional development.			
LUCAS-WOODS: VPSS met with Region 3 CSSO's to plan regional professional development opportunities and activities for all SS staff. VPSS hosted and participated in District Educational Services and Planning Council Retreat. Financial Aid staff attended numerous trainings statewide. Student Activities Coordinator attended NAFSA Conference on developing student leaders. SS			

Supervisory Council met in June to do initial review of SLO assessment data and to discuss SS staffing and professional development needs in response to student needs.

RABY: Counseling Faculty and Staff have participated in many professional development activities this past year including UC Conference, CSU Conference, International Career Development Conference, CalWORKS Coordinators Conference, Counseling to Type: Helping Students and Clients Through Individualized Career Counseling, Matriculation Conference, Articulation Conference, Veterans Conference, Foster Youth Conference, Bay Area Career Conference, The Basic Skills Training workshop, and the ACT COMPASS workshop.

RABY: The Dean of Counseling & Enrollment Services and two Counseling faculty gave a presentation on the First-Year Experience at the annual Student Services Conference.

TOWNSEND-MERINO: See Page 9.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
Goal 10: Provide new and expanded opportunities for faculty and staff development which support an atmosphere of excellence in academics and student support services.			
Activity 8: Support faculty and staff programs that assist faculty and staff in accomplishing the goals of the Strategic Plan (see Goal 10-5).			
Action Plan 1: Develop a series of Professional Development opportunities for faculty and staff which focus on recruitment, retention, and basic skills.			
Estimated Cost: <input type="text"/> <input type="checkbox"/> One Time: <input type="text"/> <input type="checkbox"/> Ongoing: <input type="text"/>	Funding Source: Basic Skills fund	Primary Responsible Person(s): Professional Development Coordinator and Basic Skills Task Force	
Timeline: May 15, 2008	Success Factor: Completion of Workshops offered	Other Responsible Person(s):	

January 2008:

May 2008:

TOWNSEND-MERINO: See page 9.

Report Status

Complete

In Progress

Ongoing

Goal 11: Improve number of certificate and degree awards.

Activity 4: Develop career pathways (certificate & AS/AA & transfer) (see Goal 5-4).

Action Plan 1: Examine and develop new appropriate curriculum for transfer AA's for articulation with CSU's and UC's.

Estimated Cost:

One Time:

Ongoing:

Funding Source:

Carry Over Funds

Primary Responsible Person(s):

Deans

Success Factor:

10 pathways will be identified

Other Responsible Person(s):

Timeline:

May 15, 2008

January 2008:

TOWNSEND-MERINO: The departments of Anthropology, History, Sociology, Political Science and Speech had approved in Fall 2007 new AA's and numerous new courses. These changes will allow students to transfer as juniors to most institutions. The departments of Studio Art, Art History, Theater and Music will be asking for approval for all new AA's and new courses by the end of Spring 08. In addition, the Humanities and Social Science division will present three new interdisciplinary AA's in Latin American studies, Humanities, and Social Sciences.

HAYES: No action has taken place on this Action Plan 1 from the Business, Workforce, & Athletics Division.

May 2008:

TOWNSEND-MERINO: Using CPEC and ASSIST data the H & SS department revised degrees in History, Political Science, Sociology, Anthropology, Art and Art History, Theatre and Music. The new interdisciplinary degrees were also approved in Latin American Studies, Social Sciences and Humanities. Further work will be pursued in the next Academic Year.

STRINGER: Work in on-going to revise BIOL 130 to add a laboratory experience to align the course better for articulation.

STRINGER: CSU East Bay has recruited sufficient students to offer the Bachelor's Degree the Health Sciences here at Cañada.

<i>Report Status</i>	<input type="checkbox"/> Complete	<input type="checkbox"/> In Progress	<input type="checkbox"/> Ongoing
----------------------	--	---	---