

Annual Implementation Plan Spring 2010 - Spring 2011: Spring 2010 Progress Report

	Strategic Plan	Planned Activity	Primary Contact	Specific Activities
1	Student Access	1.A. Provide students with an email confirmation of their successful application and registration and a reminder of when classes begin	VPSS	1.A.1. Work with District IS to provide an automatic notification to students upon the successful completion of their registration. This has been completed for Continuing Education. 1.A.2. Work with District IS to provide all registered students with an email reminder of when classes begin.
2	Learning and Student Success	2.A. Develop methods to more effectively assess student preparedness levels including online assessment services in English and Math and place students in appropriate courses based on assessments.	VPSS	2.A.1. Work with math department at both colleges to align assessment instrument. 2.A.2. Work with English department at both colleges to align assessment instrument. 2.A.3. Seek approval from the State Chancellor's office for the newly aligned assessment instrument. 2.A.4. Assess the feasibility of purchasing and implementing online assessment instruments. Continuing ed has this ability and provides it for the lower basic skills students
		2.B. Maintain basic skills as a major focus.	VPI	2.B.1. Continue careful distribution of BSI funding to effectively support student success in English, Reading, ESL, Mathematics and Study Skills. 2.B.2. Assure campus-wide involvement in the Basic Skills Initiative by filling all open positions on the Basic Skills Committee. 2.B.3. Appoint a dedicated and knowledgeable Basic Skills Coordinator for 2010-2012. 2.B.4. Assess institutional basic skills learning outcomes to measure student success.

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		2.C. Improve collaboration between Financial Aid and Counseling	VPSS	<p>2.C.1. Provide joint professional development opportunities for both departments.</p> <p>2.C.2. Explore the feasibility of conducting joint student orientation and advising sessions.</p> <p>2.C.3. Continuing Presentations from financial aid and counseling at DSPS staff meetings to promote knowledge of available services and encourage collaboration among faculty and staff.</p>
3	Value and Support of Employees	Activities to begin in FY 2011-2012		<p>The President's Office, Academic Senate along with the college Foundation co-sponsor the after-commencement "Thank You Party" at the Water Conservation Garden to express appreciation to all faculty and staff.</p> <p>The Cuyamaca College Foundation values and expresses support of college employees by providing mini-grants and offering special, discounted pricing to attend the annual Foundation Celebration.</p>

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		<p>4.A. Work with industry and other partners to identify workforce development needs to develop new programs, create classes/programs and be current in the programs (maintain certification)</p>	<p>VPI and Exec Dean</p>	<p>4.A.1. Remain alert for federal, state and other grant opportunities and apply for grants which are appropriate to the college and the district. This process is being currently and actively conducted throughout the college, including Instruction, Student Services, Continuing Education and the Office of Institutional Advancement.</p> <p>4.A.2. Use the networking skills of the Dean of CEWT and the EWD grant directors to establish and optimize contact with local and regional partners.</p> <p>4.A.3. Create classes/programs leading to employment at the fee-based, certificate and associate degree levels. Continuing Education has developed 12 VESL classes, 2 solar programs, and three water industry programs. All are short-term certificate programs developed to help program participants enter the workforce quickly.</p> <p>4.A.4. Institutional Advancement: Support the efforts of the college and EWD grant programs to identify, respond to and address the training needs of local workforce. The Office of Institutional Advancement has provided a grant research and writing workshop during Professional Development week (all participants were able to identify potential funding sources for grant ideas during the workshop); collaborates with staff working on grants to facilitate and coordinate college, district and donor submission processes; consults with industry representatives to identify ways the college can support local workforce demands and issues.</p> <p>4.A.5. DSPS is currently looking into a Grossmont healthcare grant to provide personal counseling for all students with the an MFT certified counselor to be located in the Health services offices.</p>
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<p>4</p>	<p>Economic and Community Development</p>	<p>4.B. Explore various ways of making all college divisions and departments more green (reducing waste)</p>	<p>VPI, VPSS, VPAS, Exec Dean</p>	<p>4.B.1. Instruction: Systematically solicit recommendations from the various academic departments and programs on how to promote "green" attitudes and activities in their areas. Implement recommendations as feasible and with all due speed. Cooperate with the other divisions of the college in promoting their "green" activities.</p> <p>4.B.2. Student Services: Reduce the use of paper by providing forms and other documents online.</p> <p>4.B.2.a. Maintain an active recycling of paper products</p> <p>4.B.2.b. Limit and eliminate the use of appliances such as water coolers, mini-fridges, and copiers.</p> <p>4.B.2.c. Turn off office equipment and lights.</p> <p>4.B.3. Administrative Services</p> <ul style="list-style-type: none"> • Explore various ways of making all college divisions and departments more "green" (reducing waste) (goal for FY 2010-2011) - Substitute operational materials with green & local products. - Promote Bookstore/Food Services for green purchasing. - Staff meetings, utilize less paper, utilize more intranet or e-mail. - Operations – waste weights, study on reducing waste management. - Increase use blackboard for instructional materials to reduce paper - Suggestion for composting food services materials. <p>4.B.4. Institutional Advancement: Printing on back-sides of paper, not purchasing water for meetings, not printing materials for meetings (but rather display digitally or send via emails, keep lights off).</p> <p>4.B.4.a. Support the efforts of college divisions, especially Facilities and Operations, in their efforts to promote conservation (such as securing grants to update irrigatio systems).</p>
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5	Fiscal and Physical Resources	5.A. Promote a culture that values energy conservation	VPI, VPSS, VPAS, Exec Dean	<p>5.A.1. Instruction: Systematically solicit recommendations from the various academic departments and programs on how to foster energy conservation in their areas. Implement recommendations as feasible and with all due speed.</p> <p>5.A.2. Cooperate with the other divisions of the college and with the newly charged Sustainability Committee in promoting their energy conservation activities.</p> <p>5.A.2. Student Services: Reduce the use of paper by providing forms and other documents online.</p> <p>5.A.2.a. Maintain an active recycling of paper products</p> <p>5.A.2.b. Limit and eliminate the use of appliances such as water coolers, mini-fridges, and copiers.</p> <p>5.A.2.c. Turn off office equipment and lights.</p> <p>5.A.3. Administrative Services</p> <ul style="list-style-type: none"> • Promote a culture that values energy conservation (goal for AIP 2010-2011) - Calsense Project, CC water conservation project. - Communication awareness (e-mail/signage on classroom doors/promotion) - Recycling efforts, campaigns, special events & clubs. - Staff Development presentations / Professional Development week every semester - Hosting State-wide Environmental Urban landscape workshops - Faculty Senate endorsed Standard Practices of Conserving Resources - Promote Energy conservation through audits, central plant and utility usage <p>5.A.4. Institutional Advancement: Include a section on promoting energy conservation in the President's monthly report to the Governing Board as well as the college newsletters.</p> <p>5.A.4.a. Support the efforts of all divisions and departments pursuing external resources to assist in efforts related to energy conservation.</p>
		5.B. Commit ourselves to developing and maintaining facilities and resources that would support innovative CTE programs (primarily in response to developing technologies)	VPI, VPAS, Exec Dean	<p>5.B.1. Instruction: Using local expertise and available environmental scans, identify CTE programs that will be significant for the college and its service region throughout the next decade. Focus a portion of grant-writing activities on those identified programs. And, as campus facilities are modified for future uses, be alert to opportunities for accommodating the projected needs of these identified significant CTE programs.</p> <p>5.B.2. Administrative Services</p> <p>1. Support efforts to submit grants related to ETC programs.</p> <p>5.B.3. Institutional Advancement: Work with CTE and EWD grant programs to identify, pursue and secure funding for innovative programs, primarily in response to developing technologies.</p>

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Activities Update

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