MOORPARK COLLEGE

STRATEGIC DIRECTIONS
2018-2019 WORKPLAN

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STRATEGIC DIRECTION #1
STUDENT ACCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
1	CLU connect w/diverse populations	Benchmarks as outlined in Grant met	Vice President of Student Support Vice President of Academic Affairs Vice President of Business Services	• Recruit faculty • Hire student coaches • Plan remodel of Student Success Annex 2	June 30, 2019	
2	Establish Rising Scholars and Safe Passages	A cohort of 15-20 7th grade students from our feeder schools and Safe passages are actively participating in the activities of the program	President Vice President of Student Support Outreach Specialist Director of Community Relations, Marketing, and Institutional Advancement Dean of Social & Behavioral Sciences	• Recruit students • Provide tutoring • Monthly activities with CLU • Provide academic advising	June 30, 2019	

STRATEGIC DIRECTION #1 (~CONT'D)
STUDENT ACCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
3	Explore HSI funding	Submit Grant for Title 3/5 in Spring 2019	Vice President of Student Support Vice President of Academic Affairs Vice President of Business Services Dean of Institutional Effectiveness Director of Community Relations, Marketing, and Institutional Advancement	• Attend HACU Workshop • Develop a Title 3/5 Grant Submission in Spring 2019	June 30, 2019	Equity
4	Increase corporate sponsorship	Generate $250,000 in College corporate sponsorships	President Director of Community Relations, Marketing, and Institutional Advancement	• Get 10 major corporate sponsors with a minumum $25,000 commitment	June 30, 2019	Corporate sponsorships

STRATEGIC DIRECTION #1 (~CONT'D)
STUDENT ACCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
5	Develop AB19	Target populations are assigned to a coach, have 2-year Ed Plans, enrolled in a minimum of 12-15 units, meet with academic advisor twice per semester.	Vice President of Student Support Director of Community Relations, Marketing, and Institutional Advancement Vice President of Business Services Outreach Specialist Dean of Business, Child Dev & Student Engagement Student Success and Support Supervisor	• Identify cohort of GPS2 students • Hire success coaches • Outreach and coach special populations targeting student success and retention	Twice per semester with academic advisors	AB 19

STRATEGIC DIRECTION #1 (~CONT'D)
STUDENT ACCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
6	Market to underrepresented populations	A marketing plan approved and ready to implement for 2019/20	Vice President of Student Support Outreach Specialist Director of Community Relations, Marketing, and Institutional Advancement	• Develop a marketing plan to outreach to underrepresented populations • Promote Honors Program in Outreach	June 30, 2019	
7	Build adult-learner outreach (weekend college)	All program certificates developed and approved.	Vice President of Academic Affairs Vice President of Academic Affairs Dean of Physical Science & Career Education Dean of Business, Child Dev & Student Engagement Dean of Arts, Media & Communication Studies	• Develop Accounting Certificate/Computer Network System Engineering/Computer Information System/Early Childhood/Business Information Worker/ Performing Arts Certificates.	June 30, 2019	

STRATEGIC DIRECTION #2
STUDENT RETENTION AND SUCCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES

1	Intervene with "D" and "F" students with implementation of Star Fish and case management tool	Participating faculty will have a debriefing meeting with StarFish Implementation "team" to discuss process. What worked? What did not? Did it appear to have helped the students improve their progress?
		
		Success coaches will conduct a follow-up call 2 weeks after the initial call to touch-base with students and to ask them questions about how the student perceived the Early Alert messages and assistance. Did students follow-up on the recommendations in the Early Alert?
			Lead Staff for StarFish implementation
			
			Success Coaches
			
			Counselor Assts
				• Fall 2018 Pilot: Identify 12 Math classes to participate in pilot
				  o Faculty members will use StarFish for Early Alert
				  o Early Alerts will be sent to students as well as Success Coaches and Counselor Assts
				  o Success Coaches and Counselor Assts will call students who receive Early Alert to ensure they received the message and to provide personal connection to help students stay on course as opposed to just dropping the class
				• Spring 2019 Expanded Pilot: Identify larger participation of faculty
					Pilot:
					Fall 2018
					
					Expanded Pilot:
					Spring 2019
						Currently funded:
						
						• Existing staff will assist
						• Starfish is in implementation phase
						• Pilot has already been discussed in Student Services group

STRATEGIC DIRECTION #2 (~CONT'D)
STUDENT RETENTION AND SUCCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
2	Provide clear pathways for students to complete the requirements for transfer, degree attainment, and certificate of achievement completion.	15 Pathways will be completed (version 1) in Fall 2018. 15 Pathways will be made available (in both Print and Web versions) to students before Fall 2019 registration. 40 Pathways will be completed (version 1) by end of Spring 2019.	Guided Pathways Program Mapping WorkGroup Discipline Faculty Counseling Faculty	• Fall 2018: Guided Pathways Program Mapping Work Group will draft the program mapping template. • Fall 2018: Discipline faculty and Counseling faculty will meet to draft 15 Pathways. • Spring 2019: Pathway Handouts will be designed by Graphic Designer for both Print and for posting to the Web • Mid-Spring 2019: Students will begin receiving and using the initial pathway handouts for Fall 2019 registration planning • Spring 2019: Discipline faculty and Counseling faculty will meet to draft 25 additional Pathways.	15 Pathways by December 19, 2018 25 additional Pathways by May 1, 2019	Guided Pathways grant

STRATEGIC DIRECTION #2 (~CONT'D)
STUDENT RETENTION AND SUCCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
3	Recognize academic improvement and excellence across student populations	Deans' Letter will be mailed Initiate a Deans' Letter for academic improvement Increase proportion of under-represented student populations participating in Honors Program	Office of Student Learning Director of Community Relations, Marketing, and Institutional Advancement Deans' Council Dean of Social & Behavioral Sciences (Honors)	• Re-draft the Deans' Letter to be personal/engaging. o Develop a mail-merge that will automatically update the semester information? • Recognize Deans' List on marquee and social media • Investigate possibility of, compose, and mail letter to students who improve their GPA by one grade from year to year/get off academic probation/other examples • Set targets for under-represented student populations participating in Honors Program	Spring 2018 academic improvement letter be composed and mailed Spring 2018: disaggregate student populations in Honors Program Fall 2018 Letters will be updated and mailed	No funding needed for first two bullets.

STRATEGIC DIRECTION #2 (~CONT'D)
STUDENT RETENTION AND SUCCESS

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
4	Develop free text lending program - English/Math	Process will be developed before end of Fall 2018. Marketing of program will take place on marquees, social media, around campus, in new student orientations Students will receive information about the process when they receive their Fall 2019 registration date	Basic Skills/ BSSOT Director Dean of Institutional Effectiveness Library Staff English & Math Faculty and Deans	• 2018-19 Develop Process: Coordinate efforts with the development of a freshman cohort; if students enroll in both English and Math in their first semester, we will provide them with their English text and Math text at no cost (lend). At the end of the semester they will return the texts so that we can use them again in the following semester/cohort. • Fall 2019 Implementation	Fall 2018: Develop Process Marketing of program will begin February and March 2019. Spring 2019: Advertise program directly to students when they receive their Fall 2019 registration date. Fall 2019: Begin Lending Program Spring 2020: Evaluate Process	BSSOT grant Equity BSI

STRATEGIC DIRECTION #3
RESPONSIVENESS TO MARKETPLACE THROUGH CAREER PREPARATION & TRAINING

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
1	Provide internship opportunities	>200 interns, double number of paid interns to 24	Dean of Physical Science & Career Education Dean of Business, Child Dev & Student Engagement	1. Hire intern specialist (implementor and coordinator) 2. Hire job placer (identifier) 3. Continue to provide student internships projects (software Symplicity)	1. Fall 2018 2. Fall 2018 3. Fall 2018	Regional Strong Workforce and Makerspaces
2	Provide short term career training	# COR and certificates submitted, # FTES	Dean of Language & Learning Resources Dean of Physical Science & Career Education Academic Senate	1. Develop Non Credit Plan (Dean of Language & Learning Resources) 2. Develop 3 non-credit certificates (Dean of Physical Science & Career Education and Academic Senate) 3. Work with District to articulate adult ed programs (Dean of Physical Science & Career Education and VCCCD Director of Economic & Workforce Development)	1. Fall 2018 2. Fall 2018-19 3. Fall 2018-19	Local Strong Workforce

STRATEGIC DIRECTION #3 (~CONT'D)
RESPONSIVENESS TO MARKETPLACE
THROUGH CAREER PREPARATION & TRAINING

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
3	Improve CTE Online presence	# hits on site	Director of Community Relations, Marketing, and Institutional Advancement Dean of Physical Science & Career Education VCCCD Webmaster/ System Administrator	1. Provide redirect for CTE 2. Add counting mechanism to site 3. Provide additional online resources and links 4. Update program information	1. Fall 2018 2. Fall 2018 3. Fall 2018 4. Fall 2018	Regional Strong Workforce
4	Develop Career Pathways for Middle School	# of Work Based Learning experiences provided to middle school students	Outreach Specialist Dean of Physical Science & Career Education CTE Faculty	1. Identify Middle Schools with interest in Career Pathways 2. Develop Career pathways starting in Middle Schools 3. Provide Career Exploration Opportunities 4. Evaluate role of GFSF	1. Fall 2018 2. Spring 2019 3. Spring 2019 4. Spring 2019	VC Innovates and Perkins

STRATEGIC DIRECTION #4
EFFECTIVE USE OF ORGANIZATIONAL RESOURCES

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
1	Convene department chair meetings regularly	Simply have the department chairs meet	Vice President of Academic Affairs & Vice President of Student Support to possibly facilitate the first meeting and then ideally a senior chair will take on the leadership role for this group.	• Periodic meeting of faculty chairs (only) to facilitate collaboration, collegiality, mentoring of newer chairs, and information exchange across the entire college; Monthly, twice a semester, or other frequency as determined by the chairs at the first meeting; VP's Council time on off months: currently T 4-6pm	Starting Fall 2018	General Funds
2	Capitalize on grant opportunities	Number of grant applications; Number of approved grants; Dollars brought into college	Grant Development Advisory Group Director of Community Relations, Marketing, and Institutional Advancement Dean of Institutional Effectiveness	• Identification of grant opportunities, with first step included in the new implementation of program plans; ideally will also have a short grant development plan outlining a coherent, overall plan for grants, including timelines (and dates for annual/periodic opportunities)	Starting Fall 2018—ID of grants and applications are ongoing; Grant Opportunities Plan in Fall 2018 for Spring 2019 implementation, which will help guide grant applications for a focused, coherent approach	General Funds

STRATEGIC DIRECTION #4 (~CONT'D)
EFFECTIVE USE OF ORGANIZATIONAL RESOURCES

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
3	More classified staff professional development	Number of opportunities for staff PD and number of participants at each opportunity versus current numbers	Classified Senate President along with PD Committee and Supervisors (Deans/Coordinators, etc.) for discussion of employee goals and aspirations	1. More opportunities for PD for classified staff. 2. Conduct a general survey or use the fairly recent survey to see what to offer in terms of PD opportunities. 3. An annual discussion of employee goals/aspirations ought to be institutionalized and be more uniform across the college. It often happens as part of the evaluation process, but more consistency would be ideal. District has a process for PD planning though HR. Another avenue is to be sure to communicate and advertise open positions widely within our ranks. 4. Ensure full and active classified representation on PD Committee	1. Fall 2018 2. Fall 2018 3. Spring 2019	PD Funds Grants

STRATEGIC DIRECTION #4 (~CONT'D)
EFFECTIVE USE OF ORGANIZATIONAL RESOURCES

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
4	Make all classrooms "smart"	Number of "smart" classrooms (compared to current number)	IT Director Deans Department Chairs	• First must operationally define "smart" and then simply report on progress as classrooms are upgraded to smart classrooms.	This is ongoing and already in progress but not sure if snapshots of our current percentage is archived	Strong Workforce Program and other grants
5	Integrate Sustainability – Campus operations and environmental initiatives	1. Parking Lot Solar Panel Installation Plan developed. 2. Plan for reasonable environmental practices developed and submitted to Executive Council.	Director of Facilities Maintenance and Operations	1. The college works with District staff to install solar panels in select parking lots. 2. Campus Environment Advisory Committee develops recommendations for reasonable environmental practices to Executive Council. 3. Install solar panels in carparks. 4. Re-examine Campus Environment Advisory Committee to align with new emphasis on sustainability, including faculty, classified staff and students in its membership.	1. Throughout the academic year. 2. Recommendations submitted to Executive Council Spring 2019.	

STRATEGIC DIRECTION #4 (~CONT'D)
EFFECTIVE USE OF ORGANIZATIONAL RESOURCES

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
6	Comprehensive internal all-campus calendar	A working, up-to-date campus-wide activity/ opportunity calendar	IT Director for feasibility study Website workgroup	• This requires coordination and collation of information from quite a few sectors of campus for inclusion into a centralized calendar repository. It could include major committee meetings, PAC events/ performances, athletic events, associated student events, professional development opportunities, Census date, grade due dates, etc. It would be an awesome resource but likely would entail a significant reallocation of current human resources (like administrative assistants) as well as new technological resources to make this happen.	Presumably if a calendar option is available, then this could actually happen quickly, in Fall 2018, if we chose to use our current resources for this. There will be opportunity costs though...	

STRATEGIC DIRECTION #5
CAMPUS SAFETY AND SECURITY

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
1	Run emergency alerts including all campus areas and employees	Select system	Vice President of Business Services Director of Facilities, Maintenance & Operations Director of IT	• Ensure everyone can receive text messages throughout campus • Ensure all opt-in to the notification system	Review options/ possible pilot system	
2	Provide more info on roles of employees in emergencies	Training and one-pager for faculty and staff in place	Emergency Response Team Workgroup	• Training and one-pager for faculty and staff	Within the year	
3	Expand TIX awareness a and training to all MC students	When the online training is mandated and enforced	Title IX office in collaboration with the Registrar's office to ensure compliance	• Ensure all students are aware of and complete the online Title IX training available to them in the portal, as mandated by Title IX and the Department of Education.	Within the year	

STRATEGIC DIRECTION #5 (~CONT'D)
CAMPUS SAFETY AND SECURITY

	INITIATIVES/ ACTIONS	HOW DO WE MEASURE PROGRESS IN THIS AREA?	WHO	WHAT	WHEN	FUNDING SOURCES
4	Inform students of safety/security efforts and tie to relevant social movements like #MeToo and anti-gun violence movements	Public posts and events through digital/social media efforts	Marketing team and associated student grassroots efforts	• Presence of posts and events to reinforce information on safety and security in various areas including Title IX, anti-gun violence, anti-hate crime, etc.	Begin in Fall 2018	
5	Redesign BIT to become a CARE Team and hire a person who works as a case manager within BIT/Care and with Title IX. Related to this: enlist investigators for Title IX and conduct cases.	Case manager hired, change of name to CARE (webpage update) and open referral site to students, ongoing professional dev presentations by CARE and Title IX	CARE team and Title IX office in collaboration with the VP's and President	• Case manager hired, change of name to CARE (webpage update) and open referral site to students, ongoing professional dev presentations by CARE and Title IX	Throughout 2018-2019	
6	Increase availability of campus police to students & employees	Increased availability of escorts and increased visibility of police	Campus Police	• Increased visibility of Police and availability of escorts	Within the year	

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