

WCC Goal Completion (2014-2015)

Strategy/Action Name	Strategy/Action	Status Update	Evaluation
Accreditation	Collaborate with the district to meet district recommendations 1-4, and college recommendation 3. (Also related to WCC's Strategic Plan Goal #3 - Campus Growth and Development.)	Complete. The College worked with the District to draft and submit the College's follow up report on 10-15-14. Our follow up visit took place in November, 2014 and subsequently WCC's accreditation warning was removed and the college was reaffirmed without any recommendations.	Follow Up Report (10/15/14): http://wcc-acc.yccd.edu/SharedFiles/Download.aspx?pageid=0&mid=47&fileid=21 Letter Reaffirming College Accreditation (2/6/15): http://wcc-acc.yccd.edu/SharedFiles/Download.aspx?pageid=0&mid=47&fileid=21
Communicate to staff and faculty new initiatives and value of technology on campus.	Work to identify and increase the usage of technological solutions for organizing and communicating among groups and college-wide.	<ul style="list-style-type: none"> - Campus Email Groups: The District has agreed to manage/regularly update a set of email lists available to all faculty/staff/admin. This will enhance communication across the campus/centers. - Agenda Templates: Committees across the campus have agreed to use a standard template format for meeting agendas and minutes. - Web Site Calendar: Faculty and Staff have gained access to the calendar on the web site and are aware of the best practices for posting. - Committee Communications: Committee chairs now make it a habit to post agendas/minutes/important documents on the committee page on the web site. - Department Updates on the Web Site: Academic departments have taken responsibility for updating department pages on the web site. - Adjunct use of District email: Adjuncts now access and use their campus email. - Successfully developed a committee communication best practices paper and shared with/offered training to committee chairs in a flex meeting. - Developed a best practices paper for the new WCC marquee. 	CAT Agenda, minutes and documents: http://district.yccd.edu/pages/wcc/CommitteeDetail.aspx?aid=72
Develop and incorporate a Distributive Education Philosophy into curriculum and establish a DE sub-committee to develop and monitor inherent processes and procedures	<p>Work with the District DE committee to:</p> <ul style="list-style-type: none"> - Complete assessment of DE functions and responsibilities - Provide support for the Vice Chancellor in determining the expectations of district-provided services - Revise functional map - Disseminate information 	<ul style="list-style-type: none"> - Complete assessment of DE functions and responsibilities - COMPLETED - Provide support for the Vice Chancellor in determining the expectations of district provided services- PARTIALLY COMPLETED, provided support but did not finalize specific expectations. - Revise functional map - COMPLETED - Disseminate information - PARTIALLY COMPLETED, since we have no functioning DE committee, there is really nowhere to share the information yet. 	<p>Distance Education Responsibility Matrix: http://php.yccd.edu/documents/viewdocument.php?id=5575</p> <p>DE Committee Minutes and Agendas: http://district.yccd.edu/pages/yccd/CommitteeDetail.aspx?aid=127</p>
Develop matriculation and	-Work with planning groups and	Complete. The WCC Student Success and Support	

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student success plan (SSSP)	<p>support personnel.</p> <ul style="list-style-type: none"> -Monitor and share data and indicators of student success. -Implement recommendations from Basic Skills Initiative. - Hire counselor (1 FTE), outreach specialist (PT), and A&R transcript evaluator 	<p>Program (SSSP) plan - completed in Fall 2014 - describes our target audience, as well as our plan to provide counseling (academic, career, and personal) for all students, student education plan development (abbreviated and comprehensive), orientation, assessment and placement at Woodland Community College. WCC will hire an SSSP Counselor, Transcript Evaluator and an Outreach Specialist and increase funding allocation to hire adjunct counselors by Spring, 2015.</p>	
Establish a culture of collaboration with CCOF stakeholders.	<p>Work through Colusa Advisory Board; hold meetings with high schools, county educational administrators, and participate in regional meetings, including NCCCC.</p>	<p>Completed. Held Colusa County Summit on 2/27/15 with representatives from the local industry, community, and K-12 representatives to discuss the student experiences at CCOF from the Completion by Design Framework. Regular meetings will continue as we develop the EMP for CCOF.</p>	<p>Refer to CCOF Summit notes, PowerPoint, and feedback from attendees.</p>
Establish Seamless curriculum pathways, including a science pathway	<ul style="list-style-type: none"> - Work with community partners on strengthening partners in adult education (re: AB 86) - Identify achievement gaps and strategies to address these gaps (student equity plan, institutional set standards.) - Encourage the establishment of pathways from MS/HS to WCC to 4-year/Careers (Seamless transition pathways and partnerships with school districts/articulations) and the Early Alert Program. 	<p>The North Central Adult Education Consortium (NCAEC) Regional Comprehensive Plan was completed on March 1, 2015 and is the initial product of collaboration among the entities that provide adult education opportunities within the Yuba Community College District service area. Representatives (members and primary partners) of NCAEC include the Yuba Community College District, Woodland Joint Unified School District, Konocti Unified School District and the Yuba, Sutter, Yolo, Lake and Colusa County Offices of Education. Participating stakeholders have included faculty, teachers, staff, students, board of trustee members, district leadership, and business/industry and community partners. The common goal of the consortium is to collaboratively rethink and redesign a realistic, reasonable and accountable Regional system for adult education.</p> <p>The plan discusses the regional planning processes, data findings, gaps in programs and services and activities to address the gaps. The guiding principles of this plan are to:</p> <ul style="list-style-type: none"> • promote shared leadership that reflects the diversity of our service area • provide equitable funding for programs and services • design and implement programs that support the region's ability to self-organize • provide flexibility throughout the process for regional planning to evolve and develop in order to meet the 	

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		<p>educational and workforce training needs of adult learners in our region.</p> <p>Under the auspices of these guiding principles, the Regional Comprehensive plan will address the following key areas:</p> <ul style="list-style-type: none"> • access to programs and services • alignment, articulation and acceleration • student support structures 	
Evaluate and prioritize administrative, faculty and staff needs for CCOF.	<p>-Prioritize hiring of Student Services Technician.</p> <p>-Identify full time faculty, administrative staff required at CCOF.</p>	The administrative team - Deans and VP - have created a shared load calendar for CCOF such that each week at least one administrator has a physical presence at CCOF.	Responsiveness of admin to CCOF's needs.
Flexible Counseling	<p>-Mandatory orientations.</p> <p>-On-line tutorials.</p> <p>-Increase general counseling staff.</p> <p>-Administer/ Interpret Myers/SDS/Strong/ Eureka.</p>	<p>-Mandatory orientations: Established and operational through Jump Start to College new student orientations.</p> <p>-On-line tutorials: In progress - online tutorial has been developed for financial aid.</p> <p>-Increase general counseling staff: There was an addition of one new general counselor through the Faculty Staffing Process. Another counselor is being hired through the Student Success and Support Program Plan.</p> <p>-Administer/ Interpret Myers/SDS/Strong/Eureka: Completed through the purchase of software from Basic Skills funds.</p>	This will be evaluated through assessment of the SSSP plan.
FTEF allocation model developed and updated.	<p>- Work with District Budget Advisory team information to carry out the revised resource allocation model</p> <p>- Use the resulting allocations to, locally, plan and develop our local Division allocations at the college. (Relates to Accreditation recommendation)</p>	<p>The colleges and district have now completed a cycle of inclusive planning, budget development and resource allocation. The resource allocation model has been evaluated with input from all constituents groups across the district and results of this evaluation have been used for sustainable continuous quality improvement. The college has resolved this recommendation and meets the standards.</p> <p>The Institutional Effectiveness Review Team (IERT) designed and administered a survey instrument to evaluate the effectiveness of the four components of the integrated planning process. The survey was administered via email to all District employees in September, 2014. In addition, the IER team considered committee feedback on the process. These results were presented to District/College/Academic</p>	

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		<p>Senate (DCAS) for consideration in process improvements for 2015-16 planning cycle beginning in October 2014.</p> <p>Recommendations implemented for 2015-16 planning included:</p> <ul style="list-style-type: none"> * Codify allocation “principles” to assure PSV prioritization honors appropriate college decision-making processes and is supportive of the District strategic intent. * Assure communication through a widely disseminated tracking mechanism that demonstrates the direct relationship of program review, Colleges’ and District planning to resource allocation. * Provide additional training on the District integrated annual planning, budget and evaluation cycle. * Centralize information dissemination on the District annual planning cycle to assure broad dissemination and knowledge of the process. * Broadly communicate the results of each of the four components of the integrated planning cycle. * Review the survey instrument to include additional questions for the 2015 administration. <p>Based on recommendations from assessments, modifications have been made to address all of the recommendations. Yuba Community College District has annual planning rhythm that reflects the modifications. The Budget Advisory Team met on March 17, 2015 to discuss Governor’s Budget Proposal for Fiscal Year 2015-16 and impact of the proposal to our District. The colleges and District Services are forwarding their annual action plans to Chancellor’s Executive Committee (CHEX) by April 7, 2015 along with request for one-time resources that are aligned with strategic imperatives. CHEX will be presenting the Comprehensive District Master Plan to Budget Advisory Team on April 21, 2015. The resources will be allocated and communicated with DC3 and BAT on May 26, 2015.</p>	
Hire and retain diverse staff to assist faculty and administrators in their assignments.	Identify administrative positions needed that meet the staffing criteria such as permanent Dean of Instruction and Dean of Student Services, as well as their support	Recruitment and interviews for the permanent Dean of Instruction, as well as Dean of Student Services took place in Spring 2015. Permanent clerical support was obtained for the Dean of Instruction, and will take place for the Dean of Student Services.	Updated organizational chart. Next year, surveys will be completed to determine if staffing levels are appropriate.

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One Stop Matriculation	<p>staff.</p> <ul style="list-style-type: none"> - Develop/Implement Student Achievement Center via HSI grant - Leverage financial and resources available to HSIs, including research, best practices, internships, staff development to meet the mandates of the completion agenda, achievement gaps and student equity - Renovate Bldg. 700 in concert with One Stop Functions (complete) 	<p>The Woodland Community College Student Equity Plan is a fulfillment of our mission to “to provide high quality, student-centered education and lifelong learning opportunities for the communities we serve. The plan addresses WCC’s college based research and self-evaluation of key indicators of student achievement pertaining to student access, course completion rates (retention), ESL and Basic Skills completion, degree and certificate completion and transfer; in addition to identifying goals and activities that will narrow the achievement gap among all student groups on our campus. To this end, the plan, in consonance with Title 5, addresses target groups, goals, activities, resources needed and plan for evaluation.</p> <p>The activities and goals described herein are critical building blocks which will support the student equity planning efforts to provide support for the staffing needs of a consolidated, expanded and colocated student success center at Woodland Community College. Specifically, the plan describes the phased implementation of the Student Success Center which proposes to establish a full-time faculty coordinator, clerical support staff and full-time instructional associates for the consolidated, expanded and co-located student success center using student equity funding.</p>	<p>Updated organizational chart. Next year, surveys will be completed to determine if staffing levels are appropriate.</p> <p>http://wcc-planning.yccd.edu/SharedFiles/Download.aspx?pageid=18&mid=50&fileid=324</p>
Support Student-Led Initiatives	<ul style="list-style-type: none"> - Work to identify transportation solutions (i.e. Yolo Bus pass feasibility) - Develop intramural sports options - Identify Fitness Facilities - Work towards providing expanded food services on campus (Also supports Strategic Plan Goal #3 - Campus Growth and Development) 	<p>During Spring 2015, the Dean of Student Success worked with the ASWCC President to develop a student survey to gauge students' interest in an additional student fee in exchange for a reduced or free Yolo Bus Pass or YCCD parking permit. The results of the survey (N=98) showed some interest in this idea, especially for a reduced or free parking permit. The next step is to hold an official vote in Fall 2015.</p> <p>In regards to expanded food services on campus, administration is currently seeking cost and feasibility analysis for potentially converting the existing tutoring center into a deli/food service area that would provide students with more food options.</p>	<p>http://wcc-planning.yccd.edu/SharedFiles/Download.aspx?pageid=15&mid=46&fileid=395</p>