

MASTER PLAN FOR EDUCATION 2005-2006 INSTITUTIONAL OBJECTIVES

ALL GOALS

OBJECTIVE 1: To further increase the District's reserve for contingency/fund balance to maintain program stability and meet financial emergencies and unforeseen circumstances. (Business and Administration) [Budget](#)

OBJECTIVE 2: To create a multi-year budget planning tool to examine possible scenarios from a long-range planning perspective. [Business and Administration](#)

OBJECTIVE 3: To establish a Research Advisory Committee to assist in developing research priorities to inform the College's planning process. (Planning and Development) [Director of Research/Research Committee](#)

GOAL 1. Student Success

OBJECTIVE 4: To devise and implement appropriate instruments for surveying students regarding the services they receive and to use survey results in evaluating and improving the College's services to students. (All Areas) [Research](#)

OBJECTIVE 5: To coordinate tutor training and tutoring labs more effectively. (Academic Affairs) [TBA](#)

OBJECTIVE 6: To maximize use of impacted facilities by generating a potential list of high demand classes to offer in short-term modules on weekends or at other non-traditional times. (Academic Affairs) [Department Chairs](#)

OBJECTIVE 7: To review existing internal (i.e. programmatic) and external (from other institutions) strategies for tracking students after they leave the College to develop a longitudinal database for measuring student success in meeting both occupational and transfer educational goals in order to provide comprehensive and accurate planning information that is reflective of changing employment and educational patterns. (Planning and Development) [**Community Partnerships Ad hoc committee](#)

OBJECTIVE 8: To disseminate the Student Equity Plan throughout the College for consideration in planning. (Student Affairs) [DPAC](#)

OBJECTIVE 9: To expand online counseling and financial aid services for students and parents and evaluate the results. [Student Affairs](#)

OBJECTIVE 10: To improve the communication plan for prospective students and new applicants to maximize the use of e-mail, Internet, and telephone access. [Student Affairs](#)

OBJECTIVE 11: To review administrative and student support costs—including those for computer labs, counseling, tutoring, media, and library services—for

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instructional offerings on weekends or at other non-traditional times. [Student Affairs/Academic Affairs/Business Services](#)

OBJECTIVE 12: To review marketing and outreach strategies, examine data supporting their costs relative to student recruitment, and develop an updated plan to assist in achieving and maintaining full enrollment recovery. (Student Affairs) [Marketing](#)

OBJECTIVE 13: To identify, evaluate, and implement an online registration system for the noncredit course offering. (Student Affairs) [Department Chairs/Curriculum](#)

GOAL 2. Academic Excellence

OBJECTIVE 14: To continue transformation of individual courses to incorporate student learning outcomes and begin the process of defining student learning outcomes at the program and institutional levels. (Academic Affairs) **Student Success [Curriculum](#)

OBJECTIVE 15: To develop an educational program to train students for employment in emerging transportation technologies. (Academic Affairs) **Student Success [Occupational/Curriculum](#)

OBJECTIVE 16: To consider the Academic Senate for California Community Colleges recommendation of mandating successful completion of a college-level English course as a requirement for the Associate in Arts Degree. (Academic Affairs) **Student Success [Curriculum](#)

OBJECTIVE 17: To initiate and implement a plan to augment the noncredit course offering, focusing particularly on the basic skills, short-term vocational, and English as a Second Language categories of courses. (Planning and Development) **Student Success [Department Chairs/Curriculum/Occupational](#)

GOAL 3. Community of Mutual Respect

OBJECTIVE 18: To collaborate with the appropriate constituencies to develop a more extensive orientation process for newly hired classified employees. (Human Resources) [Human Resources](#)

OBJECTIVE 19: To complete review of health benefit options (including those for retirees) by the Health Benefits Committee and make a final recommendation on the option(s) which provide the most comprehensive benefits at a reasonable cost. (Human Resources) [Health Benefits Committee](#)

OBJECTIVE 20: To work with the Personnel Commission, CSEA, employees, and managers to facilitate District implementation of the Hay Classification Study upon its completion. [Human Resources](#)

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OBJECTIVE 21: To provide mandated training on sexual harassment to all managers, supervisors, coordinators, and department chairs prior to the January 1, 2006 deadline. [Human Resources](#)

OBJECTIVE 22: To complete district negotiations with the Faculty Association and CSEA and, upon approval of the resulting contracts by the Board of Trustees, to provide comprehensive training on the new contracts to all managers, coordinators, and department chairs. [Human Resources](#)

OBJECTIVE 23: To explore the possibility of a plan for SMC employees to enroll in college courses offered outside their work hours at no or minimal cost. (Human Resources) **Academic Excellence [Budget](#)

OBJECTIVE 24: To develop and implement a diversity hiring plan, as proposed by the Chancellor's Office, in collaboration with the appropriate constituencies. **Student Success [Human Resources](#)

GOAL 4. Effective Use of Technology

OBJECTIVE 25: To work with Management Information Systems to enable employees to access and complete routine forms online. (All Areas) **Community of Mutual Respect) [Information Technology](#)

OBJECTIVE 26: To complete the College's new planning process by developing and implementing operating procedures for the District Planning and Advisory Council and codifying them through administrative regulation. (All Areas) [DPAC/In Progress](#)

OBJECTIVE 27: To enhance campus network security by re-evaluating technology internal security procedures and implementing up-to-date internet proxy services and an enterprise spyware/adware protection mechanism. (Information Technology) **Community of Mutual Respect [Technology](#)

OBJECTIVE 28: To develop and expand WebISIS functions in the updated internet development environment, including enhanced online student/faculty/student services collaboration tools and user data query capability. **Student Success; Academic Excellence [Information Technology](#)

OBJECTIVE 29: To define Information Technology and data center relocation facility, environment control, and equipment requirements to ensure that the infrastructure and the design of the new data center are reliable, adequate, scalable, secure, and efficient through the use of state-of-the-art technology. **Supportive Physical Environment [Information Technology/Facilities](#)

OBJECTIVE 30: To expand wireless technology and broaden internet access capability for users with wireless laptop computers and to phase in "Voice-Over-IP"

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technology to enhance the manageability and integration of voice/data communication and maximize the cost benefit. [Information Technology/Budget](#)

OBJECTIVE 31: To initiate the process of redesigning the college website to improve the image, navigation, and functionality and establish a consistent process through which material is added and updated. (Information Technology) **Student Success; Academic Excellence; Community of Mutual Respect
[In progress/Technology/ad hoc committee](#)

GOAL 5. Community Partnerships

OBJECTIVE 32: To develop a Grants Advisory Committee to assist in reviewing grant requests. **Student Success; Academic Excellence [Planning & Development](#)

OBJECTIVE 33: To expand employee training programs offered to various companies and industries through contracts not otherwise linked to government grants **Student Success [Planning & Development](#)

OBJECTIVE 34: To strengthen the College's relationship with state and local elected leaders. [Planning & Development](#)

GOAL 6. Supportive Physical Environment

OBJECTIVE 35: To make a concentrated effort to clean up and beautify those areas of the campus where there is no construction taking place. (Business and Administration) [Facilities/Associated Students](#)

OBJECTIVE 36: To facilitate the adaptive re-use or conversion of all space that becomes available. [Business Administration/Facilities](#)