

Operational Goal	Completion Date
1.0 Review Board Policies and related administrative procedures for Student Services area	Ongoing
Institutional Goal: #1 Promote academic excellence and critical thinking across all areas and disciplines	
Objective:	
1.1 Update Board Policies and administrative procedures for Student Services area	Ongoing
Activity:	
1.1.1 Review identified policy language and consider input from SSAG and Managers when making changes	Ongoing
1.1.2 Prepare new policy language and, when appropriate, administrative procedure for review	As needed
1.1.3 Provide copy of updated policies and administrative procedures to PACC	As needed
1.1.4 Provide updates of changes to Board policies and administrative procedures to College Council, PACC, SSAG, PVP and Board	As needed
Operational Goal	
2.0 Continue to develop an <u>outreach program</u> that is inclusive of all MPC programs and services	Ongoing
Institutional Goal: #2 Foster a climate that promotes diversity throughout the institution	
Institutional Goal: #3 Grow enrollment and build MPC into an economic driving force for the Monterey area by supporting and developing programs that teach employable skills	
Institutional Goal: #5 Provide educational programs/services in Seaside and Marina that meet community needs	
Objective:	

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2.1 Increase enrollment and student diversity	Ongoing
Activity:	
2.1.1 In consultation with EAC and using available resources, review and adjust MPC's Outreach Goals	Fall 09
2.1.2 Continue to work with community organizations to support recruitment of target populations	Ongoing
2.1.3 In consultation with Student Services program managers, increase presence at area High Schools and maintain relationships with area High Schools	Ongoing
2.1.4 Continue to develop and implement an Outreach Plan that supports outreach for all students, in particular, target groups	Ongoing
2.1.5 Develop an action plan to fund a new position "College Outreach Coordinator"	Spring 10
Operational Goal	
3.0 Provide Technical Resources to Student Services	Ongoing
Institutional Goal: #1 Promote academic excellence and critical thinking across all areas and disciplines Institutional Goal: #7 Maintain and improve district facilities	
Objective:	
3.1 Maximize the use of the Santa Rosa System and other Student Services technical support systems	Ongoing
Activity:	
3.1.1 In consultation with the IT Department, continue to assess uses of the Santa Rosa System to address Student Services needs	Ongoing
3.1.2 Define new uses of the Santa Rosa System	Ongoing

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3.1.3 In consultation with Student Services managers and staff assess Student Services technical support systems to address current and future needs	Ongoing
3.1.4 Identify resources to address identified needs, changes and adjustments to Student Services technical support systems.	Ongoing
Operational Goal	
4.0 Promote collaboration between Student Services and Academic Affairs	Ongoing
Institutional Goal: #1 Promote academic excellence and critical thinking across all areas and disciplines Institutional Goal: #2 Foster a climate that promotes diversity throughout the institution Institutional Goal: #3 Grow enrollment and build MPC into an economic driving force for the Monterey area by supporting and developing programs that teach employable skills Institutional Goal: #4 Create pathways to success that address the diverse, holistic needs of all MPC students Institutional Goal: #5 Provide educational programs and services in Seaside and Marina that meet community needs Institutional Goal: #6 Ensure adequate levels of personnel to support current programs and establish priorities for future growth	
Objective:	
4.1 Support communication between Student Services and Academic Affairs, Administration, Faculty and Staff	Ongoing
Activity:	
4.1.1 Continue to work in consultation with the Vice President of Academic Affairs to implement mutual strategies for Student Services	Ongoing
4.1.2 In consultation with the Vice President of Academic Affairs create opportunities for Student Services and Academic Affairs faculty to discuss issues pertinent to both areas	Ongoing
4.1.3 Schedule regular meetings between Deans of Academic Affairs and Student Services	Ongoing
Operational Goal	

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<p>5.0 In collaboration with the Vice President of Academic Affairs implement student support programs to enhance student success, retention and student attainment of goals.</p>	<p>Fall 09</p>
<p>Institutional Goal: #1 Promote academic excellence and critical thinking across all areas and disciplines Institutional Goal: #2 Foster a climate that promotes diversity throughout the institution Institutional Goal: #4 Create pathways to success that address the diverse, holistic needs of all MPC students Institutional Goal: #5 Provide educational programs and services in Seaside and Marina that meet community needs Institutional Goal: #6 Ensure adequate levels of personnel to support current programs and establish priorities for future growth</p>	
<p>5.1 In collaboration with Academic Affairs develop, implement and support the implementation of a basic skills program</p>	<p>Ongoing</p>
<p>Activity:</p>	
<p>5.1.1 In consultation with the Vice President of Academic Affairs and the Basic Skills Initiative Task Force create and implement a Basic Skills Program</p>	<p>Fall 09</p>
<p>5.1.2 In consultation with the Vice President of Academic Affairs and the Basic Skills Initiative Task Force, implement the BSI Plan.</p>	<p>Fall 09</p>
<p>Objective:</p>	
<p>5.2. Develop a student support program for underrepresented students</p>	<p>Ongoing</p>
<p>Activity:</p>	
<p>5.2.1 In collaboration with the Vice President of Academic Affairs and the Student Services Task Force develop a student success program.</p>	<p>Spring 09</p>
<p>5.2.2 In collaboration with the Vice President of Academic Affairs find resources and funds to support a student success program</p>	<p>Spring 10</p>
<p>5.2.3 Implement a student success program</p>	<p>Fall 09</p>
<p>Operational Goal</p>	

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6.0 In collaboration with Student Services managers, Deans and program staff continue to develop Student Learning Outcomes for Student Services programs	Ongoing
<p>Institutional Goal: #1 Promote academic excellence and critical thinking across all areas and disciplines</p> <p>Institutional Goals #3 Grow enrollment and build MPC into an economic driving force for the Monterey area by supporting and developing programs that teach employable skills</p> <p>Institutional Goal: #4 Create pathways to success that address the diverse, holistic needs of all MPC students</p>	
Objective:	
6.1 Develop Student Learning Outcomes and Assessment Strategies.	Ongoing
Activity:	
6.1.1 In consultation with Student Services Managers, continue to develop activities to define and discuss learning outcomes with Student Services staff	Ongoing
6.1.2 Continue to provide guidance and support in developing program specific learning outcomes	Ongoing
6.1.3 Monitor and review data in regards to the measurement and analysis of student learning outcomes	Ongoing
Operational Goal	
7.0 In collaboration with Student Health Services professionals, develop a campus emergency response team	Fall 08
Objective:	
7.1 Develop and implement a Crisis Emergency Response Team (CERT) to address mental health behavioral issues	Spring 09
Activity:	
7.1.1 Identify members of the MPC CERT Team	Fall 08

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7.1.2 Develop an information and training program for MPC staff	Fall 09
7.1.3 Develop a targeted training program for members of the campus CERT Team	Spring 09
7.1.4 Host a targeted training session for MPC CERT Team members	Spring 09
7.1.5 Inform campus community of the role of the CERT Team, the membership and contact information	Spring 09
7.1.6 Inform the campus community of procedures to follow when addressing a crisis	Spring 09
7.1.7 Develop an incident assessment/evaluation/report process to document actions taken by CERT Team while addressing crisis	Spring 09
Objective:	
7.2 Re-evaluate and define the role of the Behavioral Assessment Group (BAG)	
Activity:	
7.2.1 Inform the campus of the role of BAG, the members and contact information	Fall 09
Operational Goal	
8.0 Continue to provide leadership in the building process for the new Student Services building.	Ongoing
Institutional Goal: #2 Foster a climate that promotes diversity throughout the institution	
Institutional Goal: #4 Create pathways to success that address the diverse, holistic needs of all MPC students	
Institutional Goal: #7 Maintain and improve District facilities	
Objective:	

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8.1 Communicate progress on construction of Student Services Building	Ongoing
Activity:	
8.1.1 Attend weekly scheduled construction meetings throughout building of project	Ongoing
8.1.2 In consultation with the project team develop meeting schedule	Spring 09
8.1.3 Monitor, review and communicate with SSAG, College Council and the Board about construction progress	Ongoing
Objective:	
9.1 Plan for the occupation of Student Services Building	Spring 10
Activity:	
9.1.1 Develop a move-in plan for Student Services staff that occupy the building	Spring 10
9.1.2 Implement move in to new building	Summer 10
9.1.3 Develop a grand opening for new Student Services Building	Summer 10