



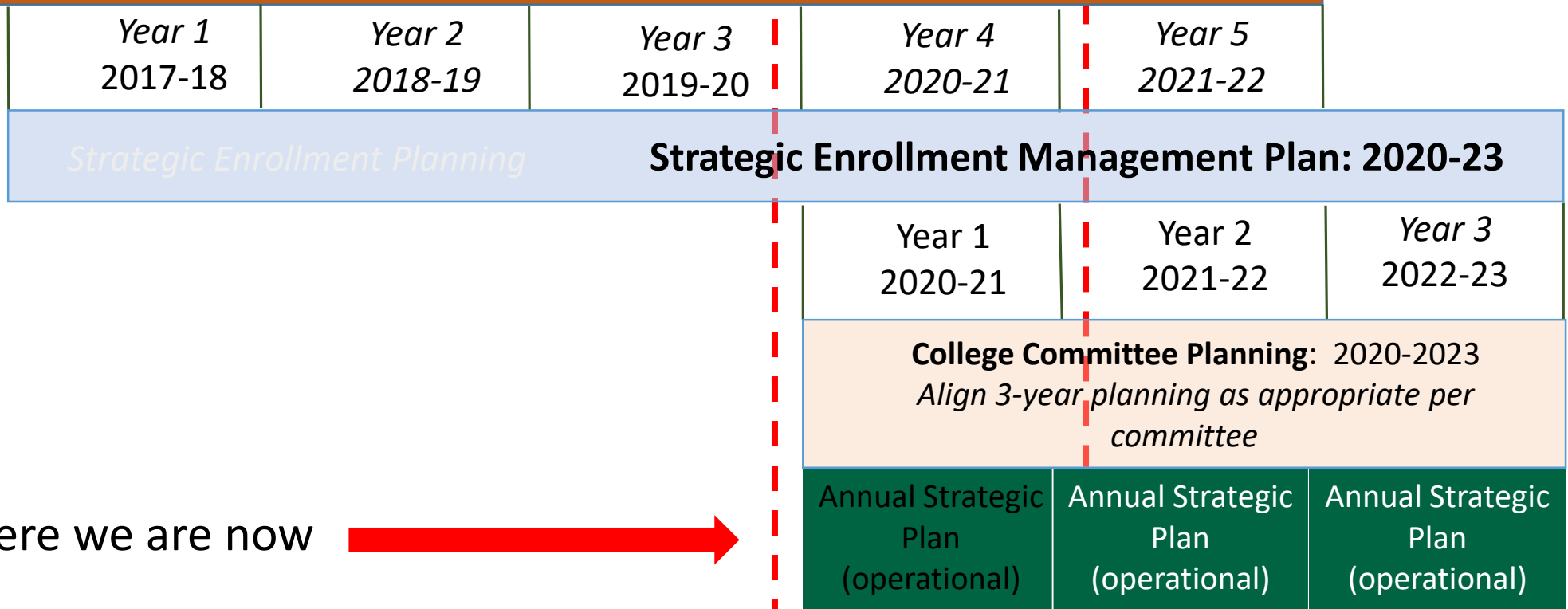
Annual (operational) Plan for 2020-21

Proposed to PBC as of September 2, 2020

The College Annual Plan

- Sets forth the activities to be implemented in one year to support the achievement of the five-year goals articulated in the Education Master Plan, which are in support of achieving the College Mission.
- Is a synthesis of objectives, strategic initiatives, and activities of other college plans, grant deliverables, and recent mandates from the State Chancellor's Office.

Education Master Plan: 2017-2022



Where we are now



FOCUS THIS YEAR:

- Prioritize support for students, faculty and staff during COVID-19 and remote campus operations
- Apply guiding principles (or a framework) related to fulfilling the campus-wide commitment to becoming an anti-racist institution and fulfilling its mission of “ensuring that all students have equitable opportunities to achieve their transfer, career education, and lifelong learning educational goals.”



17 strategic initiatives

Education Master Plan (EMP)



Considering COVID-19



2020-21 Strategic Priorities

College Goal #1: Student Completion/Success

Develop Clear Pathways

Improve Student Completion

Implement Promise Scholars Program

Expand Cohort Bridge Programs

College Goal #2: Community Connections

K-12 & Adult School Partnerships

Connect Students with Internships and Mentorships

Create an Alumni Network

Build Relationships with Employers

Enhance Marketing

Hold on-campus events

Partner with 4-year Colleges and Universities

College Goal #3: Organizational Development

Implement Professional Learning Plan

Implement Guided Pathways

Create Process for Innovation

Promote a Climate of Inclusivity

Institutionalize Effective Structures to Reduce Obligation Gaps

Update the Facilities Master Plan

Strategic Priority #1

Improve student completion via enrollment management, student retention and course scheduling

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Objective	<i>Prioritize online student success with an emphasis on interpersonal connections</i>	VPI Robinson and VPSS Pérez	College Cabinet
Leadership Retreat Strategies (2020-21)	<i>Integrate Student Success Teams (from Guided Pathways) into online learning environment</i>	VPSS Pérez	Guided Pathways Steering Committee and Interest Area Leads
	<i>Prioritize connecting students to resources (eg., Connection Sections, Canvas modules)</i>	VPSS Pérez	Guided Pathways Steering Committee and Interest Area Leads
	<i>Identify problems students are having EARLY and solve problems collaboratively (Early Alert collaboration with Tech Committee, DEAC, ITS as well as Counseling)</i>	VPI Robinson	Guided Pathways Steering Committee and Interest Area Leads
	<i>Communicate frequently with students and keep them engaged with faculty, resources & each other</i>	VPI Robinson	Academic Senate
	<i>Provide direct support for students in crisis</i>	VPSS Pérez	College Cabinet
SEM Objectives	Maintain clear, accurate degree and certificate program maps in Program Mapper, including the identification and verification of hidden prerequisites	VPI Robinson	Interest Area Faculty, Curriculum Committee
	Develop and strengthen Career Education degrees/certificates that are not available at the other two campuses and/or for which there is excess demand in our service area	VPI Robinson	Workforce Tri-Chairs
	Strengthen transfer support services, including our 2+2 agreements and the University Center	VPI Robinson	Transfer Task Force

Strategic Priority #2

Collaborate with Pre-K to Adult School partners to promote relationships, seamless transitions, and alignment of pathways

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Strengthen dual enrollment & early college opportunities (SEM 1.3.1)</i>	Director Mayra Arellano	IPC
	<i>Strengthen communication with and engagement of parents (especially in E. Palo Alto, N. Fair Oaks)</i>	Director Mayra Arellano and Olivia Cortez-Figueroa, Recruiter	IPC
	<i>Publish all materials in English and Spanish</i>	Director Megan Rodriguez-Antone and Olivia Cortez-Figueroa, Recruiter	IPC
SEM 1.3.2	Create more robust K-14 academic pathway programs (including summer programs)	Director Mayra Arellano	IPC
SEM 1.4	Increase conversion of Adult Education and English Language Learners (ESL) to Cañada College degree and certificate programs	VPI Robinson	iDeans

Strategic Priority #3

Expand and enhance marketing

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Rely more on the student perspective in all marketing and communications (esp. BIPOC students)</i>	Director Rodriguez-Antone	Marketing and Outreach Work Group
SEM 4.1	Be known as the college where students complete in two years	Director Rodriguez-Antone	Marketing and Outreach Work Group
SEM 4.2	Increase the percentage of high school students from the Sequoia Union High School District coming to Cañada within one year of completing high school	Recruiter Cortez-Figueroa, Director Rodriguez-Antone	Marketing and Outreach Work Group
SEM 4.3	Be known as the college that is responsive to our community's evolving needs by providing dynamic, evolving, quality instructional programs from which students can launch careers that make a living wage	Director Rodriguez-Antone	Marketing and Outreach Work Group
SEM 4.3.1	Develop an updated marketing, messaging and outreach strategy to support the objectives of this plan. Include implementation plans for paper, online and social media	Director Rodriguez-Antone	Marketing and Outreach Work Group
SEM 4.3.3	Engage community partners around the College's strategic enrollment management objectives	Director Rodriguez-Antone	Marketing and Outreach Work Group

Strategic Priority #4

Implement the **Professional Learning Plan** and establish a robust college-wide professional learning program that engages campus constituents while creating opportunities for innovative practices that support student success and promote equity

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Provide consistent PD throughout year for online learning with an anti-racist lens</i>	Dean Reed	Professional Learning Committee
	<i>Conduct peer-to-peer (P2P) online course reviews with an anti-racism lens: align course content with effective pedagogical practices to ensure learning and closing of equity gaps</i>	Dean Reed	DEAC
	<i>Make time for Collaborative (Re) Design: Time for faculty and staff to co-create on Flex Days, in Division meetings, and in Interest Area Groups</i>	VPSS Pérez	Guided Pathways Steering Committee
SEM Addendum	Due to COVID-19 and the shift to remote instruction, provide faculty with the tools and professional development they need to serve students remotely	VPI Robinson	Academic Senate, DEAC, iDeans
SEM Addendum	Due to COVID-19 and the shift to remote student support services and instruction, provide staff with the tools and professional development they need to serve students remotely	Deans/Supervisors with VPAS Mendoza, District HR Director Feune	College Cabinet, District Cabinet

Strategic Priority #5

Promote a campus culture that fosters a climate of inclusivity

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Strengthen new employee orientation and on-going support (esp. for Adjuncts)</i>	VPAS Mendoza, VPI Robinson, VPSS Pérez	Professional Learning Committee
	<i>Organize Critical Conversations on Race</i>	VPSS Pérez	College Cabinet
	<i>Hold a virtual college hour each week and/or set up "brave spaces" to increase communication</i>	VPSS Pérez	College Cabinet
	<i>Celebrate actions and anti-racism successes</i>	VPSS Pérez	College Cabinet
SEM 3.2/ Guided Pathways	Ensure all students are well connected to the College, including connections to fellow students, faculty, services, programs and resources	VPSS Pérez	Guided Pathways Steering Committee

Strategic Priority #6

Institutionalize effective structures and best practices of HSI (Hispanic-Serving Institutions) and AANAPISI (Asian American and Native American Pacific Islander-Serving Institutions) in order to reduce *obligation gaps*

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Create and align our new Guided Pathways Success Teams clearly with Puente, EOPS, TRIO, Promise, etc</i>	VPSS Pérez	Guided Pathways Steering Committee
	<i>Build intentional connections between instructional support services and instruction</i>	VPSS Pérez and VPI Robinson	College Cabinet
SEM Goal 3	Align and sustain pro-active student support services with programs of study to ensure effective and timely student enrollment, retention, persistence and completion	VPSS Pérez	Guided Pathways Steering Committee
SEM 3.1	Streamline the Transcript Evaluation Process	VPSS Pérez	Guided Pathways Steering Committee
SEM 3.3.1	Create and sustain Interest Area Success Teams	VPSS Pérez	Guided Pathways Steering Committee
SEM 3.3.2	Develop, launch and sustain First Year Experience programs for each Interest Area	VPSS Pérez	Interest Area Faculty Leads
SEM 3.3.3	Scale the number of opportunities for Career Exploration, work-based learning and job placement in each Interest Area across all student types	VPSS Pérez	Guided Pathways Steering Committee

New Priority

- *Hiring and retention of diverse employees*

Origin	Description	Responsible Administrator	Committee/Group
Leadership Retreat Strategies (2020-21)	<i>Hiring and retention of diverse employees</i>	College Cabinet	College Cabinet with Academic and Classified Senates and District Academic Senate and District Cabinet

Discussion