

**2007-08 Individual Commitments to Action**

**Name: Liz Seder**

**Department: WIN/Student Services**

**Initiative**

**Area of Focus**

**Student Centered**

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|-----------|-------------------------|
| <b>1.</b> | Access                  |
| <b>2.</b> | Curriculum and Programs |
| <b>3.</b> | Services                |

<b>Area of Focus</b>	<b>Individual Commitments to Action</b>	<b>Metrics</b>	<b>Time Frame</b>
1 WIN	Develop cohesive print and web marketing campaign for WIN Program and its related services to students	Growth of CalWORKs by 10% ILP growth of 10% Work/Study growth of 20%. <b>Budget Request for Foster Care</b>	6/30/07
2 KTS	Review academic quality of curriculum that includes new teaching modalities as appropriate	Additional research and curriculum inserted into existing curriculum	10/15/07
2 CW	Explore future vocational and workforce programs with interim Dean of Business and Workforce Development.	Regular meetings between Dean of Business and Workforce Development and CalWORKs/FY programs. Strategy for potential future directions.	6/30/07
2 CW/FK CE/ILP	Review existing non credit curriculum for participants in FKCE, ILP, and CalWORKs.	Assess needs of students and prepare proposal.	6/30/07
3 CW	Meet with all CalWORKs Program students 2 times per semester to enhance students' success	Meet with at least 70% of students 2/x	12/22/07
3 ILP	Grow the ILP Program through broadened collaborations with comm. orgs, HS, and other community colleges	ILP Program growth of 50%	12/22/07
3 CW	Improve job development placement system in place (more off campus employers).	Growth of off campus employers from 2 to 10	6/30/07
3 EVC	<i>Expand and enhance tutoring services</i>	<i>Survey to students that indicates areas of improvement for tutoring</i>	<i>12/15/07</i>
3 EVC	<i>Additional sports teams for students participation (basketball, football, etc)</i>	<i>Add one new sports team</i>	<i>6/30/08</i>

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Initiative		Area of Focus	
<b>Organizational Transformation</b>		1.	Build Community
		2.	Employee Development
		3.	Transparency and Communication
Area of Focus	Individual Commitments to Action	Metrics	Time Frame
1 WIN	Create the opportunity/expectation WIN has at least 1 retreat/year	One WIN Retreat	6/30/07
1 WIN	Develop fun days – picnics, get togethers over lunch or on Friday afternoons	Have at least 4 “fun days” per year	3/15/08
1 WIN	Promote WIN mission through collaboration with campus community	Have one event that celebrates students within all student services programs	6/1/08
2 WIN	Set anticipated new 3-4 employees up with a mentor to guide them through the policies, procedures, etc of the district	Assign each new person a designated mentor	asap
2 WIN	Work with each employee on skills they need to develop to advance	Discussion/Action with each employee and employee evaluations	6/30/07
3 WIN	Have clear guidelines and position procedures for each employee	Each person create a handbook on their job and duties	6/1/08

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<b>Community Engagement</b>		1.	Increase Visibility
		2.	Develop Strategic Partnerships
		3.	Bring the College to the Community
Area of Focus	Individual Commitments to Action	Metrics	Time Frame
1 WIN	Have brochures promoting WIN and EVC at all service providers.	Put all brochures in appropriate areas	10/15/07
1 WIN	Create new partnerships with community based organizations and businesses that will assist our programs	Make 5 new business/organization contacts	12/22/07
1 WIN	Advertise campus events with community partners. List all community partnerships that exist with WIN Program (incl. point person, contact info, history).	Send emails, give flyers, promote campus events. Create list.	Asap
1 KTS	KTS to present their program model at conferences and other community forums	Present the KTS model at 1 conference	12/22/07
2 CW	Work with SBDC, work2futures, and CalWORKs employment to establish work/study jobs	Create 10 new jobs through contacts	6/30/07
2 ILP	Continue to work within community to establish strong relations with other Foster Youth orgs	Make 5 new partnerships to benefit foster youth	10/15/07