| Plan | 2015-16 LCC CIMP Strategies | Status October 31, 2015 | Status January 31, 2016 | Status May 30, 2016 | Resources Needed |
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| CIMP/IEMP | **Improving Institutional Effectiveness:**<br>• Prepare and submit any appropriate Substantive Change Proposals and ACCJC Annual Report<br>• Develop a process for grant application vetting to the campus constituencies<br>• Provide structure and staffing to effective utilize WEAVE for informing program review and planning concerning assessment results<br>• Refined and elaborated reports to optimize Key Performance Indicator and Performance Measurement inquiry in support of Program Review and Institutional Effectiveness<br>• Administer and analyze the results of the Noel-Levitz Institutional Priorities and Student Satisfaction Surveys<br>• Create a data warehouse interface that is user friendly, intuitive and capable of fostering interest in the scholarship of learning<br>• Complete technology upgrades to support scanning technology for student records, improved communication for FASFA information, document imaging, degree audit, E-communications in all Student Services departments | • No Substantive Change Proposals needed<br>• Not yet begun<br><br>• Change of Direction: WEAVE is not meeting institutional needs. We are developing a home grown SLO system<br>• In progress: IPR data for programs needs to be vetted with Academic Senate.<br>• Not yet begun – Need to find out what LCC's hopeful outcome for the survey is.<br>• Initiated – warehouse is complete, need to develop reports<br>• Initiated | • No Substantive Change Proposals needed<br>• Not yet begun<br><br>• **Initiated:** Likely release Fall 2016.<br>• **In progress:** IPR data for programs needs to be vetted with Academic Senate.<br>• **Directional Change:** Going to use an in house instrument and possibly focus groups<br>• **Initiated:** warehouse is complete, need to develop reports Fall 2016 release.<br>• **Initiated:** | • No Substantive Change Proposals needed<br>• Not yet begun<br><br>• **Initiated:** Likely release Fall 2016.<br>• **In progress:** IPR data for programs needs to be vetted with Academic Senate. Implemented with SLO system.<br>• **Directional Change:** Going to use an in house instrument. Student focus groups were conducted Spring 2016. Report to be distributed in Fall 2016.<br>• **Initiated:** warehouse is complete, need to develop reports Fall 2016 release.<br>**Initiated:** | |
| EMP/SSMP | **Transfer by Design:**<br>• Evaluated and modify as appropriate the curriculum to allow for the development of a minimum of fifteen associate degrees for transfer– SB 1440 and increase associate degrees for transfer offered online<br>• Develop a two-year course schedule, which promotes seamless and timely completion of educational goals. | • **Nearly complete:** 12 AS/AA – T degrees are available currently. 3 more degrees (Biology and Kinesiology) have been approved by Governing Board and are awaiting Chancellor's Office approval.<br>• **Initiated:** Institutional Master Course Scheduling Plan continues to be utilized; however, shifting to a culture of planning course meeting times two years out continues to be a challenge. Lack of a pool of faculty necessitates schedule flexibility. | • Complete<br><br>• In Progress. The 2016 Summer and Fall schedules have been completed. Challenges remain with limited faculty. | Complete<br><br>In Progress | |
| EMP | **Program Development - Strengthening/Enhancing Existing Programs:**<br>• Complete establishment of an AWS testing site<br>• Complete evaluation of the Allied Health Program and make | In progress<br>In progress | • The AWS is no longer a priority at this time. | AWS is not a priority at this time. | |

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| | directional decision<br>• Achieve 75% web-enhanced curriculum<br>• Complete development of and acquire approval of the Medical Assistant Program<br>• Enroll the first class of fifteen students in the Independent Living Program<br>• Establish a program dependent equipment replacement budget<br>• Complete an evaluation of the community needs and feasibility for offering contract education, continuing education and community services | On hold. Need the online education coordinator to provide support to faculty. Completed<br><br>Change of Direction<br><br>Change of Direction: A contingency fund was created in Academic Services.<br>Not yet begun. Lowest priority. | • The MA and EMT courses are currently being offered. LVN & CNA are in progress.<br>• On hold. The **Online** Instructional Designer position is posted.<br>• Change of direction for the Independent Living Program.<br>• The contingency fund is helping to update , and replace needed equipment.<br>• Some Contract and Community Services are being offered, but it is a low priority. | In Progress<br><br>The position is being advertised at this time.<br><br>Still on hold.<br><br>The contingency fund allowed for updating of some older equipment and professional development. Drivers Training and the Women's Conference were the two major community service activities. | |
| SSMP | **Student Success Strategies:**<br>• Complete the development of an early alert system and retention improvement plan<br>• Evaluate student success progress in online courses towards the goal of 15% increase in retention and success<br>• Market the availability of associate degrees for transfer | **SSMP**<br>• **Nearly Complete:** Early Alert was agreed to by the LCFA and The District. Currently researching which reporting system to use.<br>• **Not yet begun**<br>• **Initiated:** Advertising has occurred online, by radio, and brochures. | | **SSMP**<br>• **Nearly Complete:** Early Alert was agreed to by the LCFA and The District. Still trying to implement.<br>• **Initiated:** Advertising has occurred online, by radio, and brochures. | |
| SSMP | **Maximize the Student Experience:**<br>• Improve student affair supervision to coordinate clubs, develop an advisors manual for student organizations, assist in management and supervision of activities and events sponsored by ASB, assist in student leadership development, prepare and work with advisors<br>• Develop an international student program and recruit 15-20 students from the Pacific Rim and 35-40 students from Europe and South America and prepare for and serve the needs of increased international students | **SSMP**<br>• **Initiated:** Currently not occurring as ASB has not been formed for this year.<br>• **Directional Change:** Plans to recruit from the Pacific Rim are no longer feasible. Recruiting students from others areas need to be evaluated. | | **SSMP**<br>• **Initiated:** Was delayed due to lack of ASB throughout much of the year.<br>**Directional Change:** Plans to recruit from the Pacific Rim are no longer feasible. Recruiting students from others areas need to be evaluated. | |
| SSMP/ITMP | **Student Access Strategies:**<br>• Increase the social media presence of the college<br>• Assess and implement steps to increase student access and the actual awarding of financial aid<br>• Institute a Student Equity Committee to create and implement | **SSMP**<br>• **Completed:** LCC now operates its own Facebook page, Twitter account, and YouTube | | **SSMP**<br>• **Completed:** LCC now operates its own Facebook page, Twitter account, and YouTube | |

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| | <ul><li>plans to improve student equity</li><li>Expand and update the comprehensive automation projects list for student services to improve student access and success</li></ul> | channel. Subscribers to each are growing.<br>**Completed:** October 2015 a student town hall meeting occurred to determine areas of improvement within financial aid and other depts.<br>**Nearly Complete:** The committee submitted the Equity Plan for last year and is working on revising the new plan with recommendations from the Chancellor's office.<br>**Initiated:** Online Orientation will go live for spring 2016 and Document Imaging will start implementation during the 2015-2016 year. | | channel. Subscribers to each are growing.<br>**Completed:** October 2015 a student town hall meeting occurred to determine areas of improvement within financial aid and other depts.<br>**Nearly Complete:** The plan was completed and submitted to the Chancellor's Officer.<br>**Nearly Complete:** Online Orientation went live in spring 2016. Document imaging began with 4 departments in spring 2016. | |
| **ITMP/FMP** | **Instructional Technology Infrastructure**<ul><li>Complete evaluation of document imaging option and make a decision</li><li>Establish an intranet for web-based communication</li><li>Review wireless network coverage inside buildings and in outdoor common areas.</li><li>Implement the first year of a scheduled routine three-year technology refresh cycle for instructional spaces and offices to assure ongoing state of the art technology</li><li>Maximize capacity in Ellucian</li><li>New LCC Website</li></ul> | **ITMP**<br>Completed: Lexmark's ImageNow software and scanners have been purchased. Now to begin implementation.<br>**Completed:** MyLassen portal has been implemented and rolled out to users.<br>**Initiated:** Review Wireless coverage – after Library move is completed will need to assess.<br>**Completed:** First year of a five year refresh cycle for computers. Did a buy-out of Dell lease and lease payment amount will remain in budget for | **ITMP**<br>Completed: Lexmark's ImageNow software and scanners have been purchased. Now to begin implementation. Financial Aid is first department.<br>**Completed:** MyLassen portal has been implemented and rolled out to users.<br>**Initiated:** Review Wireless coverage – after Library move is completed will need to assess. Determined a need to move some Aps.<br>**Completed:** First year of | **ITMP**<br>Completed: Lexmark's ImageNow software and scanners have been purchased. Now to begin implementation. Financial Aid is completed and have begun with Counseling.<br>**Completed:** MyLassen portal has been implemented and rolled out to users.<br>**Initiated:** Review Wireless coverage – after Library move is completed will need to assess. Determined a | |

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| | | computer refresh purchases. Purchased 7 new computers for replacement.<br>• Ongoing: Continually installing regular updated and helping to implement and use any new modules.<br>• Initiated: Building of a new LCC web site has begun, working on look and navigation. | a five year refresh cycle for computers. Began purchase computers for replacement, CA207.<br>• Ongoing: Continually installing regular updated and helping to implement and use any new modules.<br>Initiated: Looking at other college websites to model after. | need to move some Aps.<br>• **Completed:** First year of a five year refresh cycle for computers. Began purchase computers for replacement, CA207. Planning to replace faculty computers<br>• Ongoing: Continually installing regular updated and helping to implement and use any new modules.<br>Initiated: Looking at other college websites to model after. | |
| **FMP** | **Facilities Maintenance/Modification:**<br>• Provide a permanent location for the allied health and fire technology programs temporarily located at the Public Safety Training Facility.<br>• Develop Safety Standards Manuals including Disaster Preparedness Plan, Injury and Illness Prevention Program and Chemical Hygiene Plan<br>• Establish and equip an Incident Command Center for appointed Emergency Command Team<br>• Design and implement energy savings project (Prop 39)<br>• Replace 2.5% of sidewalks that do not meet ADA compliance each year<br>• Implement the District's Scheduled Maintenance Five-Year Plan | • Initiated: process of hiring architects to assist in facility assessment and master plan solutions regarding interim and permanent space planning solutions.<br>• Ongoing: revising disaster plan and working with local law enforcement on type and location of Incident Command Center. IIPP is completed and finalizing SDS for all departments.<br>• Ongoing: Prop 39 boiler project in CA currently under design and scheduled to start in spring or summer.<br>• Initiated: design for sidewalk compliance projects, to begin as weather permits.<br>• Library to complete in December and new Scheduled Maint Plan to be approved by FPC. | | • Initiated: Design is complete, construction has begun. Targeted completion June/July.<br>• Initiated: IIPP is completed. CHP is in process. Emergency Preparedness Plan is in beginning phase. Team has been selected, targeted completion: Fall/Winter 2016.<br>• Not yet begun: Discussion and planning are necessary.<br>• Initiatied: Construction beginning for decentralization of boilers. First buildings: CA, HUM, and Admin.<br>• Initiated: design and sites located. Seeking bids for construction.<br>• Ongoing: Prioritized items are being completed as funds and staff allow. | |
| **HRMP** | **Professional Development - Training:** | | | | |

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| | • Provide instructional methodology training for all online instructors.<br>• Discipline specific, instructional technology and instructional pedagogy training for faculty<br>• Hold one assessment method training based on needs identified<br>• Provide regular opportunities to explore different instructional delivery methods.<br>• Create a training schedule and track completion for mandated trainings, including disaster preparedness training.<br><br><br><br>• Provide a minimum four cultural awareness celebrations focusing on Cultural Heritage Months<br><br>• Identify grant opportunities to financially support professional development. | • **Completed**<br>• **Completed**<br><br>• **Completed**<br>• **Completed**<br><br>• **In Progress:** Completed P&C Bridge set-up and initiated trainings along with the District –wide staff training schedule. Currently in the process of setting-up disaster preparedness trainings.<br><br>• **Completed**: Ongoing.<br><br>• **Not Yet Begun** | • **Completed**<br>• **Completed**<br><br>• **Completed**<br>• **Completed**<br><br>• **In Progress:**Completed P&C Bridge set-up and initiated trainings along with the District –wide staff training schedule. Currently in the process of setting-up disaster preparedness trainings.<br><br>• **Completed**: Ongoing.<br><br>• **Not Yet Begun** | • **Completed**<br>• **Completed**<br><br>• **Completed**<br>• **Completed**<br><br>• **In Progress:**Completed P&C Bridge set-up and initiated trainings along with the District –wide staff training schedule. Currently in the process of setting-up disaster preparedness trainings.<br><br>• **Completed**: Ongoing.<br><br>• **Not Yet Begun** | |
| **HRMP** | **Human Resources – Staffing:**<br>• Recognize faculty and staff successes both personally and professionally<br>• Implement an electronic system to notify candidates of the status of their application. | • **Not Yet Begun**<br><br>• **Completed.** | • **Not Yet Begun**<br><br>• **Completed.** | • **Not Yet Begun**<br><br>• **Completed.** | |

Explanations:

1. Resources: Please address how progress on the strategy was resourced: e.g., existing personnel/funds, additional funds, short-term staffing. Is the progress sustainable? If yes, are additional resources needed?
2. Desired Outcome: How will you measure the achievement of this strategy on June 30, 2016? To what level will you achieve this outcome?
3. Status:
   - Not yet begun
   - Completed – strategy achieved to the level intended
   - Initiated – strategy begun and in early stages
   - Nearly Complete – strategy in progress on pace for completion as planned or with new completion date as indicated
   - Directional Change – strategy no longer feasible with explanation provided