

2014 - 2017

nstruction supports teaching and learning at orco ollege by addressing the needs of both faculty and students in all educational programs.

nstruction serves the mission of orco ollege by directly facilitating student access to educational programs. Strategic schedule development, review and development of curriculum and programs, and development and implementation of enrollment management strategies directly facilitate student access to the college's educational programs. In addition the unit provides administrative and technical support to ensure success in the instructional efforts. The orco ollege mission specifically cites providing: (1) foundational skills and (2) pathways to transfer, and (3) career and technical education, certificates and degrees. Through collaboration with instructional departments, faculty leads, and other administrative units care is given to provide a balance of foundational/developmental offerings. Smilar collaboration supports our 17+ ssociate egree(s) for Transfer and the college's transfer and completion pathways. In addition, the 40+ areer and Technical ducation programs at orco ollege strive to keep current with labor market and industry trends in alignment with our mission. In addition within and outside the college community is realized through teamwork with administrators and faculty leaders across the college regarding catalog development, web presence, operational issues, outreach and service to special populations, ndustry dvisory oards, grant

events, articulation events, -12 partnerships, and partnerships with 4-year institutions. The unit's efforts in these areas maximize the prospect for student success by providing opportunity to complete foundational skills, to move forward on reliable pathways to transfer, and/or to move forward on reliable pathways toward the completion of certificates/ degrees and career and technical

programs. ur programs and curriculum are ever changing to meet the demands of "our students, our community, and its workforce" in this increasingly competitive job market and university transfer environment.

- To support faculty in offering, creating, revising, growing and/or discontinuing courses, certificate programs, and ssociate of Science degrees.

- Professional development

- nrollment management and scheduling (including distance education, accelerated courses, apprenticeships, dual enrollment courses, articulation, R, and short term courses)

- anagement of general and categorical funding in support of instruction
- mplementation of initiatives and grants (S ational enter for Supply hain utomation, arl . Perkins grant funds, epartment of abor Trade djustment ct T grant, RS funding, Strong Workforce Task orce funding, Prop 39 funding, and alifornia pprenticeship nitiative, ollege utures oundation funding)
- aculty (ull-time and Part-time) supervision, evaluation, and teaching assignments
- nstructional support staff supervision and evaluation
- Resolution involving student instructional matters

- ollege publications and communications (schedule of classes, college catalog, guidebooks and handbooks, programmatic flyers, postcards, etc.)

- ollaborate with Student Services to act as a liaison between educational institutions and the community.
- nstructional lab services
- ollege reception
- nstructional design and videography

enrollment goals: (1) to achieve T Starget within + 0.5%, and (2) minimize

ur S was to achieve

unnecessary impediments toward successful enrollment. We learned we need to continue to incorporate T Sdata along with other efforts to contribute to effective enrollment management. Thus, a daily email was started this year to help increase transparency and awareness of our collective T Sgoals and progress thereto. Upon reflection of past efforts, we plan to start the development of an nrollment anagement Plan over the next 3 years in collaboration with other units across the college.

 2014-17
 STR_T_V
 STRU_T
 S
 dminSvcsUnit.pdf

 2014-17
 RS
 STRU_T
 S
 dminSvcsUnit.pdf

 2014-17
 Services
 STRU_T
 T
 ResourceRequests.xlsx

n support of student learning, the unit will continue to assess the success of attaining (or exceeding) the college's T Starget annually.

n Progress 2018 - 2021 04/20/2018

orco ollege historically meets our T Stargets. ur collaborative approach with administration and department chairs, supported by all faculty, has paid off. eeting our targets ensures the financial stability of the college/district, and directly serves students in need of education and career preparation. oal 1 bjective 7:, oal 3 bjective 5:, oal 6

bjective 1:

Mapping

ducational aster Plan and Strategic Plan oals and bjectives 2013-2018

ontinue the success of ennedy Partnership (percent of students 2.5 P +, number of students in cocurricular activities, number of students who are able to access courses; number of college units taken).

ollaborate cross-disciplinarily to develop and ultimately implement an nrollment anagement Plan(P) that reflects the new structure of the ollege while also improving (guided) pathways for students.

n Progress 2018 - 2021 04/30/2018

This goal supports the ducational aster Plan by establishing long term planning for college schedules allowing for the development of course schedules that support the ollege's ompletion nitiative.

To facilitate and support an institutional cultural shift around the proposed new four Schools, which align with the completion initiative/guided pathways.

n Progress 2018 - 2021 04/30/2018

The establishment and support of four distinct schools/ pathways will

primarily facilitate increased student retention, success, and ultimately completion by creating easily navigable career and transfer pathways.

The goal is to create new pathways towards certificate or transfer for incarcerated students at the alifornia Rehabilitation enter in orco.

n Progress 2018 - 2021 04/30/2018

ncarcerated students are a severely undeserved population in the

United States. This program will seek to serve these students in an attempt to reduce recidivism through education. This program provides access to an education to persons who would otherwise, based on their incarceration, be denied.