Suffolk County Community College 2019- 2020 Operational Plan



Office of Planning and Institutional Effectiveness
January 2020

Suffolk County Community College 2019 -- 2020 Operational Plan

As outlined in the *Comprehensive Assessment Plan for Institutional Effectiveness (CAPIE)*, each year the President's Cabinet submits divisional/campus operational plans. These plans, when taken together, form the College's Annual Operational Plan. In creating the plan, the responsible executives tie action items or initiatives to the College's Institutional Goals, which are central to our Strategic Plan, to Middle States Standards, and to Achieving the Dream Institutional Capacities. Tying the plans to our Institutional Goals allows strategic focus on achieving the College's Mission:

> *Suffolk County Community College promotes intellectual discovery, physical development, social and ethical awareness, and economic opportunities for all through an education that transforms lives, builds communities, and improves society.*

The Plan, once reviewed and approved by the College's Chief Executive Officer, is reviewed by the Strategic Planning Council. This review serves as an accountability measure in the process, and the Council may make suggestions regarding the planning process (timelines, templates, communication, etc.).

Three times each year a progress report is compiled – after the fall semester, after the spring semester, and the final report in August.

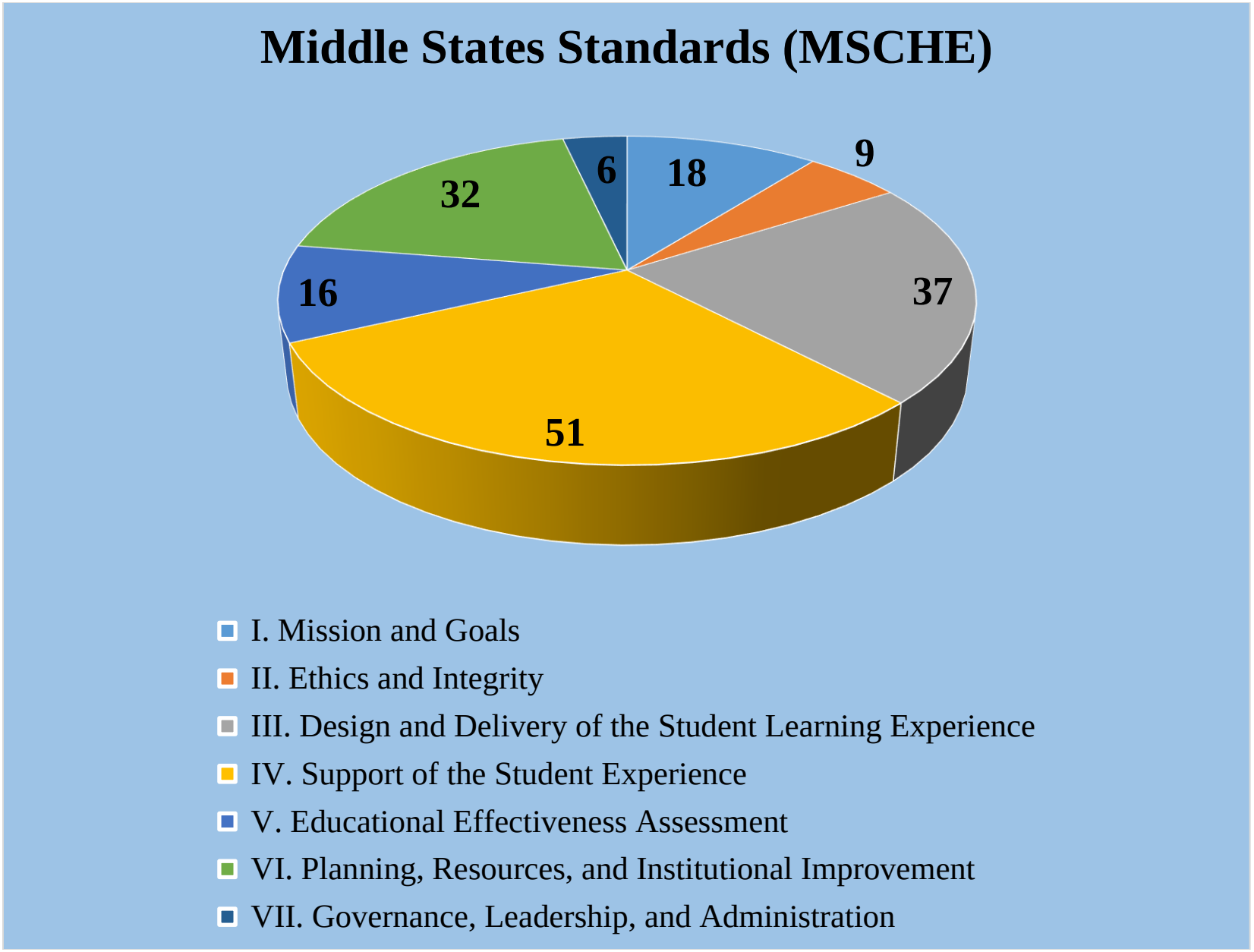
Institutional Goals: 1. Student Success; 2. Community Development/Societal Improvement; 3. Access and Affordability; 4. Institutional Effectiveness; 5. Communication; and 6. Diversity.

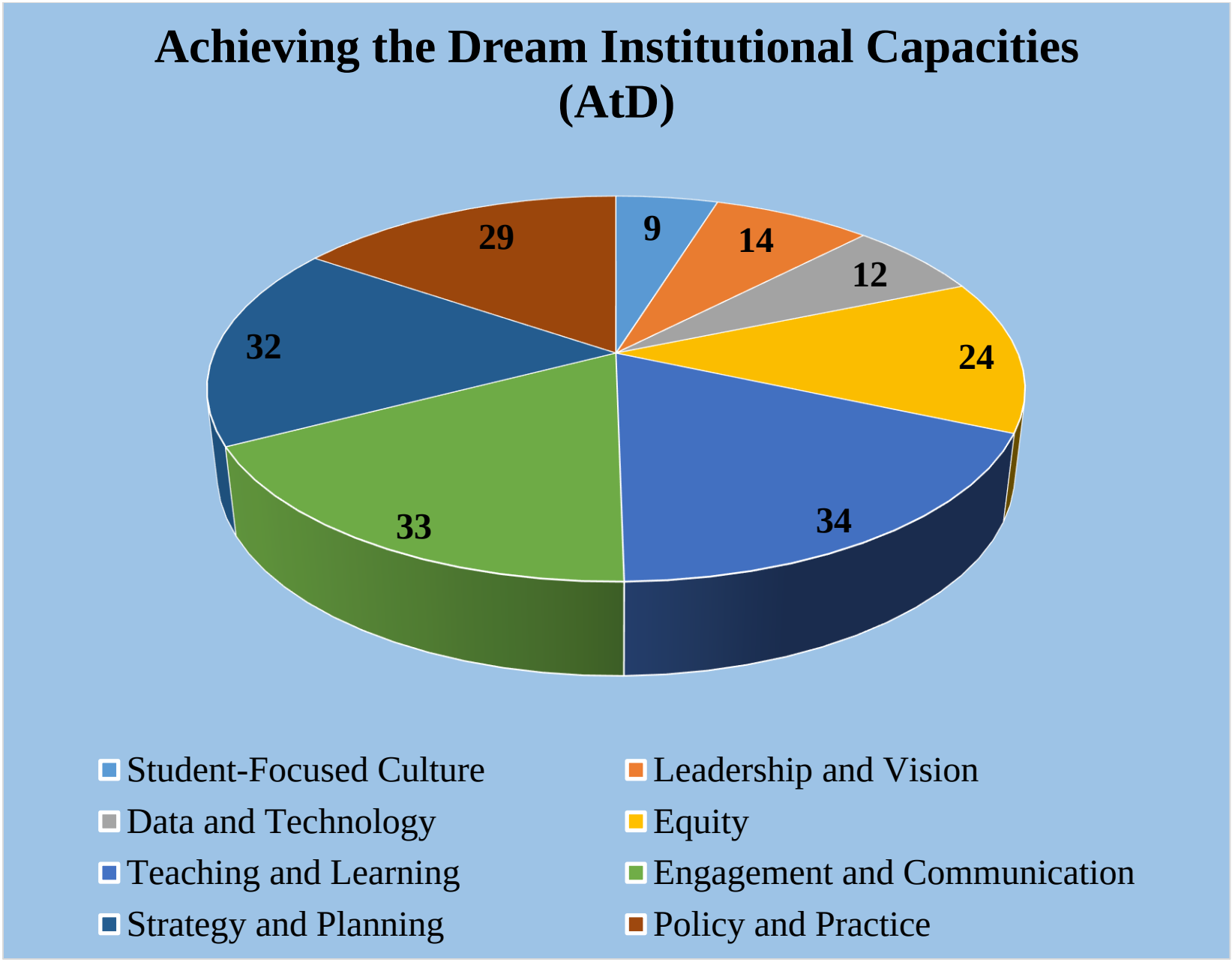
Middle States Standards: 1. Mission and Goals; 2. Ethics and Integrity; 3. Design and Delivery of the Student Learning Experience; 4. Support of the Student Experience; 5. Educational Effectiveness Assessment; 6. Planning, resources, and Institutional improvement; and 7. Governance, Leadership, and Administration.

Achieving the Dream Capacities: Leadership and Vision; Data and Technology; Equity; Teaching and Learning; Engagement and Communication; Strategy and Planning; and Policies and Practices.

For the 2019 – 2020 Academic and Fiscal Year, the ten Cabinet Divisions submitted a total of **79** Action Items/Initiatives. The next pages show the plan's alignment with Institutional Goals, Middle States Standards, and Achieving the Dream Institutional Capacities. At the end of the fall and spring semesters, a progress report for the plan is compiled and reviewed by the Strategic Planning Council. A final report is issued at the end of the Academic and Fiscal Year.


Institutional Goals (IGs)
55
29
39
22
32
13
1. Student Success
2. Community Development/Societal Improvement
3. Access and Affordability
4. Institutional Effectiveness
5. Communication
6. Diversity


Middle States Standards (MSCHE)
18
9
37
51
16
32
6
I. Mission and Goals
II. Ethics and Integrity
III. Design and Delivery of the Student Learning Experience
IV. Support of the Student Experience
V. Educational Effectiveness Assessment
VI. Planning, Resources, and Institutional Improvement
VII. Governance, Leadership, and Administration


Achieving the Dream Institutional Capacities (AtD)
9
14
12
24
34
33
32
29
Student-Focused Culture
Leadership and Vision
Data and Technology
Equity
Teaching and Learning
Engagement and Communication
Strategy and Planning
Policy and Practice

Division or Campus		
Ammerman Campus	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Working with the VP of Academic Affairs and the other campus Executive Deans/CEOs, explore ways to amend the College Seminar course and to require College Seminar of all new students college-wide (FT and PT).
	Lead Responsibility	Wes Lundburg, Executive Dean/CEO
	Criteria for Success Including measure(s)	Course changes will be in place for Fall 2020, with the goal of all students being required to complete.
	Timeline	Academic Year 2019-20
	IG(s)	1, 2, 3
	ATD Capacities	SF, E, SP, PP
	MSCHE standards	III, IV, VI
	January 2020 Update	Course changes are in progress with the college Office of Academic Affairs. The campus is ready to implement.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Working with the VP for Student Affairs and the other campus Executive Deans/CEOs, explore and launch an initiative to require new student attendance at orientation sessions college-wide (both full time and part time students).
	Lead Responsibility	Wes Lundburg, Executive Dean/CEO
	Criteria for Success Including measure(s)	Orientation attendance will be mandated for Fall 2020
	Timeline	Academic Year 2019-20
	IG(s)	1, 2, 3
	ATD Capacities	SF, E, SP, PP
	MSCHE standards	III, IV, VI
	January 2020 Update	The campus is following the lead of the VP for Student Affairs, who is currently working toward getting this requirement in place. The Associate Dean for Student Affairs is participating in the newly created college-wide Orientation Committee.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Weekend College
	Lead Responsibility	Dr. Edward Martinez, Dr. Sandra Sprows, Dr. Fara Afshar, John Cienski
	Criteria for Success Including measure(s)	Develop a pilot Weekend College model to be implemented with 2-4 academic programs. This initiative will be a 2-3 year rollout, with the first year concentrated on planning, communication, and coordination.
	Timeline	By end of term Fall 2019, needs assessed and academic programs identified; Student Affairs divisions involved in discussions for implementation. By end of Spring 2020, courses for academic programs planned and early development of student support (e.g. Student Affairs) implemented, with plans for full student support during 2nd year of Weekend College development.
	IG(s)	1, 2, 3, 4, 5
	ATD Capacities	SF, LV, E, TL, EC, SP

	MSCHE standards	I, III, IV
	January 2020 Update	The campus leadership team has met and identified the Cybersecurity and Auto Tech programs as pilots, with the possibility of adding other programs. Explorations into the extent to which we can provide Student Affairs support on the weekends is underway. The campus leadership team will meet in February to continue planning.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Virtual Reference and Online Embedded Librarianship With the increase in student enrollment in online classes and the increase in the use of online tools for instruction such as Blackboard and open educational resources, the library is expanding outreach to students by implementing a live chat virtual reference service. The library, through increased hours of being online in virtual chat, and improved publicity, has set a goal of 15 live chat requests per week. In the spring we will strive for an additional increase of 10% usage. The outcome will improve student success, increase access and affordability, and will improve communication. This represents the start of embedded librarianship within the online learning environment at SCCC. This is a college wide project with tracking of activity managed at the Ammerman campus on behalf of the libraries. Publicity will be shared but tailored to each campus.
	Lead Responsibility	Susan Lieberthal, Head Librarian
	Criteria for Success Including measure(s)	15 live chat requests per week, with 10% increase during the Spring 2020 term.
	Timeline	Fall 2019, Spring 2020
	IG(s)	1, 3
	ATD Capacities	SF, TL, EC
	MSCHE standards	IV
	January 2020 Update	In the 4 months we have had the chat service, it has increased more than 300%. The small number of chats that are missed go into the knowledge base and an email query queue to be answered at a later time. The highest number of questions come from Nursing, History, Psychology and English students. Top queries include citations, finding and accessing articles, and questions about the buildings. The service received an increase in questions when the chat widget was placed on the library's home page. Previously, the widget was only on the databases page.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Increased ADA Wayfaring Signage
	Lead Responsibility	Steve Hartmann, Plant Operations Director
	Criteria for Success Including measure(s)	By May 2020, we will have wayfaring signage for wheelchair-bound students throughout the inner campus to provide guidance to ADA-friendly and compliant passage to all buildings.
	Timeline	Plans finalized by end of Fall 2019 semester; signage ordered by start of Spring 2020 semester; signage installed by May 2020.
	IG(s)	1, 2, 3, 6
	ATD Capacities	SF, E
	MSCHE standards	IV, VI

	January 2020 Update	Campus Plant Operations is working closely with Central Facilities on the development of an electronic wayfaring system that utilizes GPS and a students' smart phone. The current plan is to place signage of the campus in strategic spots with instructions and a scan code to access the system. The hope is to work on implementation during the Spring term, with Summer 2020 as the completion target.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Admissions/Financial Aid Awareness Campaign
	Lead Responsibility	Dr. Edward Martinez, Assoc. Dean for Student Affairs; Dr. Katherine Aguirre, Assistant Dean for Student Affairs.
	Criteria for Success Including measure(s)	In an effort to increase financial aid awareness, a financial aid presentation will be added to the weekly admissions presentation to prospective students and families. Criteria for success: assessment demonstrating increased awareness of enrollment and financial aid procedures.
	Timeline	The new process will begin Fall 2019 semester and the evaluation of the presentation from the Fall 2019 and Spring 2020 semesters will be completed by May 2020
	IG(s)	1, 5
	ATD Capacities	SF, EC
	MSCHE standards	III, IV
	January 2020 Update	100% of the participants during Fall marked a "strongly agree" response to questions in the survey, indicating understanding of the material presented regarding awareness of resources available, degree programs available, how to apply for admission, and an awareness of financial aid options and the timelines for applying for financial aid.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	New Student Orientation Information Dissemination
	Lead Responsibility	Dr. Edward Martinez, Assoc. Dean of Student Affairs; Sharon Silverstein, Dir. of Student Activities
	Criteria for Success Including measure(s)	Develop an Orientation Campus-wide task force inclusive of academic departments. The intent is to bring uniformity to all orientation programming, including specialized and departmental orientations. Introduce assessment practices into academic department orientations. Additionally, add an extra orientation session 2-3 weeks into the semester.
	Timeline	Implementation for Spring 2020
	IG(s)	1, 4
	ATD Capacities	SF, EC, SP
	MSCHE standards	III, IV
	January 2020 Update	Working alongside the academic chairs, academic deans, and the office of campus activities, the Ammerman Campus created a 7-slide power point with pertinent information to disseminate across campus for offices which hold individual orientation programs.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Examine Student Services Campus Hours of Operation
	Lead Responsibility	Dr. Edward Martinez, Assoc. Dean of Student Affairs
	Criteria for Success Including measure(s)	Increase hours of operation in an effort to streamline and coordinate the new and continuing student experience.

	Timeline	In Spring 2020, propose new hours of operation, by Fall 2020, new coordinated hours to be implemented.
	IG(s)	1, 3, 4
	ATD Capacities	SF, EC, SP
	MSCHE standards	III, IV
	January 2020 Update	A compilation and comparison for office hours of operation was drafted and is continuing to be reviewed. The Associate Dean for Student Affairs will make his recommendation to the Executive Dean by May 2020.
	Responsible Executive	Wes Lundburg, Executive Dean/CEO
	Activity/Initiative	Business Data Analytic Curriculum Development
	Lead Responsibility	Dr. Fara Afshar, Assoc. Dean for Academic Affairs
	Criteria for Success Including measure(s)	Survey the market requirement for a business data analytic program, research 3 SUNY colleges and 2 non-SUNY colleges offering the program (AS or BS). Designate faculty to develop the curriculum by end of Fall 2019 term. Submit Letter of Intent by February 1, 2020.
	Timeline	Curriculum developed by end of Fall 2019; Letter of Intent and submission to curricular process by March 1, 2020.
	IG(s)	1, 2
	ATD Capacities	SF, TL, EC
	MSCHE standards	IV
	January 2020 Update	Faculty in the Business Department developed a plan and submitted a Letter of Intent to the Office of Academic Affairs in December. They were notified that a new process requires a feasibility study. This is underway with the plan to re-submit the Letter of Intent in February.
Eastern Campus	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Working with Central Academic Affairs and Nursing Division, plan a surgical technology credit certificate program for the Downtown Center.
	Lead Responsibility	Drs. Rios/Beaudin
	Criteria for Success Including measure(s)	New program is in-place for 2020.
	Timeline	2019 - 20 AY
	IG(s)	1, 2, 3
	ATD Capacities	E, SP, PP
	MSCHE standards	III, IV, VI
	January 2020 Update	Surgical Tech program submitted its accreditation report in the fall. Program lead is scheduled for March conference.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Working with the VP of Academic Affairs and the other Campus CEOs, explore ways to amend the College Seminar course and to require College Seminar of all new students college-wide (FT and PT).
	Lead Responsibility	Drs. Rios/Beaudin
	Criteria for Success Including measure(s)	Course changes are in place for Fall 2020 and all students are required to complete.
	Timeline	2019 – 20 AY

	IG(s)	1, 2, 3
	ATD Capacities	E, SP, PP
	MSCHE standards	III, IV, VI
	January 2020 Update	Worked with the Office of Student Affairs and CIP to embed the virtual orientation into the Spring sections.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Working with the VP of Student Affairs and the other Campus CEOs, explore and launch an initiative to require new student attendance at Orientation sessions college-wide (FT and PT).
	Lead Responsibility	Drs. Rios/Beaudin
	Criteria for Success Including measure(s)	Orientation attendance is mandatory for Fall 2020.
	Timeline	2019 – 20 AY
	IG(s)	1, 2, 3
	ATD Capacities	E, SP, PP
	MSCHE standards	III, IV, VI
	January 2020 Update	Deans attended and spoke at January orientation; virtual orientation being embedded into COL 101/105 Blackboard sites; letter will go out to all new students regarding this.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Expand academic advising initiatives for the Eastern Campus.
	Lead Responsibility	Drs. Rios/Beaudin
	Criteria for Success Including measure(s)	In AY 2019-20, more FT faculty (+50%) participate in on-site advising at the AAMC.
	Timeline	2019 – 20 AY
	IG(s)	1, 2
	ATD Capacities	LV, PP
	MSCHE standards	III
	January 2020 Update	Working with the Office of Student Affairs and Office of Academic Affairs, East Campus is supporting the advising pilot program.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Plan and deliver campus faculty appreciation day; staff appreciation day.
	Lead Responsibility	Drs. Rios/Beaudin
	Criteria for Success Including measure(s)	High attendance (+50% of each group).
	Timeline	2019 – 20 AY
	IG(s)	2, 4
	ATD Capacities	LV, TL
	MSCHE standards	V
	January 2020 Update	Holiday gathering held with about 75 East Campus employees in attendance. Phase II in progress.
	Responsible Executive	Drs. Rios/Beaudin

	Activity/Initiative	Build a course schedule for the Culinary Building that will include intentionally-sequenced general education courses.
	Lead Responsibility	Dr. Jenn Browne
	Criteria for Success Including measure(s)	50% more general education courses offered for both fall and spring.
	Timeline	2019 – 20 AY
	IG(s)	1, 3
	ATD Capacities	TL, SP
	MSCHE standards	VI
	January 2020 Update	There are currently 7 classes being offered at the Culinary Building.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	For the Academic Success Center, coordinate a monthly meeting of tutoring center faculty liaison to review issues and discuss strategies and resources necessary to improve student support and increase links to teaching faculty in courses.
	Lead Responsibility	Dr. Jenn Browne
	Criteria for Success Including measure(s)	A coordinated plan is available in May 2020.
	Timeline	2019 – 20 AY
	IG(s)	1, 5
	ATD Capacities	LV, PP
	MSCHE standards	III
	January 2020 Update	One formal meeting held. Numerous individual sessions held in the Fall semester by phone. Utilization report submitted to OPIE's Dr. Helen Wittmann.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Research and collect industry data and curriculum requirements for Certified Nursing Assistant and Home Health Care Aide programs.
	Lead Responsibility	Chair Jill Thornton
	Criteria for Success Including measure(s)	New program proposal is submitted.
	Timeline	2019 – 20 AY
	IG(s)	1, 3
	ATD Capacities	LV, TL, SP
	MSCHE standards	III
	January 2020 Update	In progress with Prometrics/CAN testing site to begin in March.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Expand course offerings in the greenhouse, specifically BIO111-Botany.
	Lead Responsibility	Chair Ted Koukounas
	Criteria for Success Including measure(s)	BIO 111 is offered in the Spring 2020 or Fall 2021 semester in the greenhouse; depending on the status of the greenhouse facility, instructional supplies and availability of a full-time or adjunct faculty member.

	Timeline	2019 – 20 AY
	IG(s)	1, 4
	ATD Capacities	TL, SP
	MSCHE standards	III, V
	January 2020 Update	Greenhouse fire safety system installed, inspection to be held, meetings held with FSC, initial personnel begun.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Through tri-campus effort, finalize a one semester developmental course in mathematics (with two pathways) that will serve a vast majority of students that need developmental math.
	Lead Responsibility	Chair Ted Koukounas
	Criteria for Success Including measure(s)	One semester math course is finalized college-wide.
	Timeline	2019 – 20 AY
	IG(s)	1, 3
	ATD Capacities	DT, TL
	MSCHE standards	IV
	January 2020 Update	Dr. Beaudin met with the mathematics chairs, departments have been meeting, data being collected by Dr. Okerblom on success in gateway mathematics courses.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Create a more diverse schedule of Physical Education courses to maximize the use of the Health and Wellness Center.
	Lead Responsibility	Chair Dee Fabian
	Criteria for Success Including measure(s)	Increase diversity of PE courses by 25%.
	Timeline	2019 – 20 AY
	IG(s)	1, 4
	ATD Capacities	TL, SP
	MSCHE standards	III
	January 2020 Update	Taking place. January retirement of FT PE professor is, of course, a concern to achieving this objective.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Submit proposal to add/revise degree programs to include AOS offerings for Culinary.
	Lead Responsibility	Director/Chair, Culinary programs
	Criteria for Success Including measure(s)	Proposal is submitted.
	Timeline	2019 – 20 AY
	IG(s)	1, 3
	ATD Capacities	TL, SP
	MSCHE standards	V

	January 2020 Update	Conversations began in late August.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Make the reading lab more meaningful to students, with a direct connection of services to specific courses.
	Lead Responsibility	Chair Michael Boecherer
	Criteria for Success Including measure(s)	Skills improve by course.
	Timeline	2019 – 20 AY
	IG(s)	1, 4
	ATD Capacities	TL, SP
	MSCHE standards	V
	January 2020 Update	Pilot program is running in which students are going to the lab, working on writing projects assigned by the reading instructor (a holistic language experience). Students have the ability to choose topics pertinent to their other courses, thereby demonstrating a link between reading and a variety of current disciplines.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Complete a program review for the Liberal Arts and Sciences, Social Science, AA degree program.
	Lead Responsibility	Chair Faye Lourenso
	Criteria for Success Including measure(s)	Completed program review college-wide.
	Timeline	2019 – 20 AY
	IG(s)	1, 4
	ATD Capacities	TL, PP
	MSCHE standards	III
	January 2020 Update	Currently underway, draft already submitted.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Prepare a Café Staffing and Management/Retention Plan and develop a bi-annual training plan for Peconic Café staff.
	Lead Responsibility	Dr. Mary Reese
	Criteria for Success Including measure(s)	Plan in place and utilized by new Director.
	Timeline	2019 – 20 AY
	IG(s)	4
	ATD Capacities	PP
	MSCHE standards	IV
	January 2020 Update	Leadership and funding changes occurred in the Fall semester. Many changes in progress which are being communicated to the campus community.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Expand Virtual Reality session offerings during the 2019/20 academic year.
	Lead Responsibility	Director Dana Antonucci-Durgan

	Criteria for Success Including measure(s)	Session offerings increase by 25%.
	Timeline	2019 – 20 AY
	IG(s)	3
	ATD Capacities	DT
	MSCHE standards	III, V
	January 2020 Update	Considerable increase in number of sessions in the Fall semester.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Create a taskforce that will meet regularly to enhance communication at the front-line of student services in the One-Stop.
	Lead Responsibility	Director Suzanne Dela Raba
	Criteria for Success Including measure(s)	Task Force is formed and has a final, written plan for communication enhancements at year-end.
	Timeline	2019 – 20 AY
	IG(s)	5
	ATD Capacities	EC
	MSCHE standards	VI
	January 2020 Update	Personnel transfers created a vacuum on this initiative at the present time. It will be revisited.
	Responsible Executive	Drs. Rios/Beaudin
	Activity/Initiative	Finalize classroom and lab preparations for the Nursing Program to make the move and transition from Downtown Center to the Eastern Campus.
	Lead Responsibility	Director Anthony DeAngelis, Dr. Jenn Browne, Chair Jill Thornton
	Criteria for Success Including measure(s)	In January 2020, Spring semester, flooring is updated, materials are in place in Corchaug, and the PN program is fully located in Corchaug with classes running.
	Timeline	2019 – 20 AY
	IG(s)	4
	ATD Capacities	SP, PP
	MSCHE standards	III, V
	January 2020 Update	PN program moved to the East Campus in January. Fully operational.
Michael J. Grant Campus	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**<u>Plant Operations & Capital Projects:</u>** 1. Oversee the construction and "move-in" of the Sagtikos Renovation (Arts & Chem Lab.) 2. Oversee the design and construction of the Plant Operations Renovation 3. Partner with the VP of Academic Affairs on the STEM building design and construction of Internal Renovation of Paumanok Hall to house Allied Health Programs including specimen room, 2 new offices, and 2 additional classrooms
	Lead Responsibility	Director of Plant Operations & Department Head
	Criteria for Success Including measure(s)	1. Completion of construction & opening of new center 2. Get the construction bid awarded and construction beginning

		3. Get the construction bid awarded and construction beginning 4. Work with the academic department and plant operations to have the redesign complete
	Timeline	1. Sept. 2020 2. Sept 2020 3. January 2020 4. Begin summer 2020
	IG(s)	1, 2, 3
	ATD Capacities	TL, EC
	MSCHE standards	I, III, IV
	January 2020 Update	All work being performed in accordance to the construction project schedule and is on time.
	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**Plant Operations: Complete LED Lighting Grant Project**
	Lead Responsibility	Director of Plant Operations & Campus Electricians
	Criteria for Success Including measure(s)	Complete full installation of LED throughout campus
	Timeline	January 2020
	IG(s)	2, 3
	ATD Capacities	TL
	MSCHE standards	I, VI
	January 2020 Update	Following buildings completed: Paumanok Hall, Nesconset Hall, Asharoken Hall, HS&E – A, D & F Wings, Caumset Hall, Sally Ann Slacke Bldg., Captree Commons, Kids Cottage. Pending PSE&G approval are the following: HS&E – B, C & E Wings, Sagtikos A&S (engineering working w/State for 2nd rebate), Campus Wide recessed lighting fixture upgrade (8" high-hat) approx. 200 units.
	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**<u>Plant Operations:</u> Asharoken Hall: Complete internal renovation including: ADA door openers, new student gathering patio, hallway program art and signage, underneath building skirt installed, and where needed new student classroom furniture.**
	Lead Responsibility	Director of Plant Operations
	Criteria for Success Including measure(s)	1. New building skirt 2. ADA Doors 3. Patio 4. Hallway Art 5. New classroom furniture
	Timeline	March 2020
	IG(s)	1, 2, 3
	ATD Capacities	TL
	MSCHE standards	I, VI
	January 2020 Update	The four areas of Plant Operations' responsibility are completed (items 1, 2, 3, 5). Art work addition in hallways (item 4) is underway by the AV department.

Responsible Executive	Executive Dean/CEO
Activity/Initiative	**Admissions:** 1. Have admissions director have 1-1 planning session with each academic Chair / area. 2. Offer phase 2 of high school administration "working group" 3. Implement programming for student and parents of new applicants to foster engagement during enrollment cycle. 4. Increase enrollment yields by 2% and conversion rate of applications by 5%. 5. Create a new summer "academy" for high school students in Photography, Visual Arts, and Theater
Lead Responsibility	Director of Admissions, Assistant Dean of Counseling & Associate Dean of Students Services
Criteria for Success Including measure(s)	1. New partnership in enrollment with academic areas (meetings and Chair outreach) 2. Provide a superintendent meeting spring 2020. 3. Offer 5 workshops for incoming students and parents 4. Increase enrollment yields by 2% and conversion rate of applications by 5%. 5. Launch first summer academy's
Timeline	August 2020
IG(s)	1, 3, 5
ATD Capacities	E, EC, PP
MSCHE standards	I, IV, VI
January 2020 Update	1. Have admissions director have 1-1 planning session with each academic Chair/area. Admission Director had 1:1 meeting with Chairs and Assistant Chairs for the following departments: Communications, Photographic Imaging, English, Humanities, Philosophy, Business, Accounting, Criminal Justice. At these meetings the enrollment for the programs was reviewed and we discussed new initiatives we can organize to increase awareness and enrollment in the programs. 2. Offer phase 2 of high school administration "working group". Provide a superintendent meeting Spring 2020. A meeting of high school administrators was held in 2019 and since Dr. Keane left we have not set up a new meeting for 2020. It was handled out of the Executive Dean's office and this will occur in Spring 2020 under the leadership of Dr. Rios and Admissions. 3. Implement programming for student and parents of new applicants to foster engagement during enrollment cycle. We offered 4 workshops for incoming students and parents. Career and Transfer was involved with 2 Open House workshops and 2 winter workshops that provided information on career services and career planning for students and their families. These were in conjunction with Admissions and with Financial Aid. Assistant Dean collaborated with Associate Academic Dean Sepulveda to provide orientation workshops to kick off the Career and Academic Success Program. Career counselors also provided counseling to new students at Admissions and the Counseling Center during Summer 2019. 4. Increase enrollment yields by 2% and conversion rate of applications by 5%. For the Spring 2020, we went from 742 New Students in 2019 to 790 New Students as of 1/28/20 so we have a **6% Enrollment Yield Increase**. This is currently being worked on for the Fall 2020 semester. 5. Create a new summer "academy" for high school students in Photography, Visual Arts, and Theater. This initiative is under development with the Executive Dean and the department Chairs.

Responsible Executive	Executive Dean/CEO
Activity/Initiative	**Retention:** 1. Review results and revise/expand the STH program for probation, dismissed, and academically struggling students 2. Review and expand and institutionalize the Associate Deans Academic Referral program 3. Expand outreach to the online leaner student workshop and assess results. 4. Implement early DNR communication plan
Lead Responsibility	Associate Academic Deans
Criteria for Success Including measure(s)	Increase retention by 2% of continuing students. Increase probation student success by 2% Increase participation in online learner orientation by 5%
Timeline	August 2020
IG(s)	1, 6
ATD Capacities	TL, EC
MSCHE standards	I, III, IV
January 2020 Update	1. STH Fall 2019: 65 students registered, of which upon completion of the semester, 40 earned a GPA of 2.0 or higher and 34 registered for classes in Spring 2020. STH Spring 2020: 38 students are currently registered. 2. Student Mandated Referral to the Academic Dean: Done with CDC, OTA and VST for students at risk of failing. Worked with a total of (37) students in the Fall 2019; (5) students failed and need to repeat, (3) were no shows which we tried to reach out to without reply High School at-risk students' program: (Brentwood, Central Islip, and Wyandanch High Schools) a. Program phase 1: started Fall 2018 recruited 311 – 300 registered, 232 students returned for second semester (77% returned) b. Program phase 2: started Fall 2019 recruited 488 – 356 registered, 275 students returned for second semester (77% returned) c. NOTE: Biggest problems seen with this program and the following of the students was staffing resources. Not all students came to Grant (went to the other campuses). Some transferred to other four-year schools. Some did not have resources to continue (due to citizen status and due to losing financial aid). Lastly some were discouraged by the amount of remedial classes they were required to complete. Career Academic Success Program: (Established Fall 2019. Created system and shared file and have tested with (5) students, all successful). Looking to implement with high school follow-up system. This program is a partnership between academic affairs, financial aid services, careers services, and the counseling department (mental health, advising and special accommodations). Program Mission: a. Establishing a learning community b. Establish a follow –up system c. Have open door policy when student has needs d. Establish and assist with career/study paths at every step of student engagement

		e. Establish an administrative liaison connection on the campus f. Establish department faculty advising and mentoring system on the campus 3. The On-line Learner Student Workshop was not successful with only 4 of over 400 invited members attending. 4. The DNR list was distributed to department chairpersons based on the programs that fell within their purview. Students were contacted by phone.
	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**Liberal Arts General Studies Program (about 1,440 students):** 1. Implement a Communication Plan to foster Engagement 2. Develop an advisement plan for students 3. Create a Career Center intrusive model of services for this population 4. Prepare a learning community model for implementation in Fall of 2020
	Lead Responsibility	Program Administrator, Assistant Dean of Counseling, AAMC Director
	Criteria for Success Including measure(s)	Increase retention by 2%
	Timeline	August 2020
	IG(s)	1, 2, 3
	ATD Capacities	LV, E, SP, PP
	MSCHE standards	II, IV, VI
	January 2020 Update	1. Implement a Communication Plan to foster Engagement 2. Develop an advisement plan for students 3. Create a Career Center intrusive model of services for this population A specific plan for GS students is still underway and awaiting the discussion with the newly formed committee. Meanwhile, career counselors staffed the Counseling Center during priority registration where all students were counseled while waiting for their Counseling appointments and additional appointments were scheduled for follow up. 4. Prepare a learning community model for implementation in Fall of 2020 These goals fall under the auspices of Associate Dean of Academic Affairs, Elizabeth Spagnola. Dean Spagnola reports: The newly appointed Program Administrator for GS will continue progress implementing a communication plan for the LAS: General Studies program to foster student engagement. A formal advisement plan for GS students is under evaluation at the central administration level. Discussions are inclusive of the campus Counseling Centers, AAMC, and faculty. This topic is also under discussion at the central administration level related to guided pathways. We continue to progress with the nascent learning community model with the formation of the LAS: General Studies committee.
	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**Campus Professional Development / TLC:** 1. Continue expansion of the Faculty Learning Community Model and launch the new employee cohort November 1.

		2. Partner with Campus Diversity Committee on staff, faculty, and administrator training and development workshops. 3. Partner with Executive Dean on Administrator summer retreat program. 4. Provide 4 academic chair workshops annually on classroom & online observation 5. Expand annual AME luncheon and wellness program to include more developmental programming 6. Track and support mandated PD departmental programming.
	Lead Responsibility	Director of Campus TLC and appropriate departmental partners
	Criteria for Success Including measure(s)	
	Timeline	
	IG(s)	1, 2, 5
	ATD Capacities	LV, TL, EC
	MSCHE standards	I, III, IV
	January 2020 Update	Progress on these goals has stalled due to leadership transition.
	Responsible Executive	Executive Dean/CEO
	Activity/Initiative	**New Academic Programing:** 1. Prepare and submit 3 new campus academic programs for Fall 2020 offering. 2. Offer 4 Humanity Center programmatic offerings on the campus throughout the academic year.
	Lead Responsibility	Associate Academic Deans
	Criteria for Success Including measure(s)	
	Timeline	
	IG(s)	1, 2, 6
	ATD Capacities	TL, EC
	MSCHE standards	I, III, IV
	January 2020 Update	1. Two new programs were developed and are moving through curricular approval processes: - Performing Arts, AS degree is ready to go to Campus Curriculum for a vote - Sports Management Studies, AS degree and four new courses are under revision to be ready to submit to Campus Curriculum - Additionally, CDC: Addiction Studies CASAC Certificate Program (Changing the CDC program name to Addiction Studies for marketing and reflecting what is in the field; 2. The Humanities Working Group at the Grant Campus sponsored the following events in Fall 2019: - Erie Canal Exhibit (October 2 to October 30) - Brentwood Historical Society Presentation (October 2) - Ray Negron of the New York Yankees Presentation (October 16) - Ciaran Sheehan, Broadway star (October 30) - Modern Times Presentation (December 2) - Communications Pop-up event - Theatre Pop-up event - Photo and Visual Arts Pop-up event

		- English Department Monologue Pop-up event
	Responsible Executive	Executive Dean / CEO
	Activity/Initiative	**Student Activities:** 1. Conduct four focus groups of new students to describe their experience and expectations around New Student Orientation (ORT). 2. Enhance participation in New Student Orientation (numbers coming) 3. Review current uses of technology enhance programming and campus reservations. 4. Expand Student Leadership opportunities. 5. Expand student participation in campus clubs, activities, and programs.
	Lead Responsibility	Director of Student Activities
	Criteria for Success Including measure(s)	1. Focus group data 2. Increase of new student participation by 5% 3. Increase club participation by 5%
	Timeline	
	IG(s)	1, 5
	ATD Capacities	TL, EC
	MSCHE standards	I, III, IV
	January 2020 Update	Focus groups for Orientation are being coordinated this Spring 2020 semester. Participation in New Student Orientation has decreased, however initiatives to increase participation were implemented. Microsoft Teams and social media changes have been put in place this year to enhance programming and reservations. Student leadership opportunities have expanded to include three new workshops around the Student Leadership Competencies. We are still measuring student participation in clubs, activities and programs, but at mid-year our numbers are decreased.
	Responsible Executive	Executive Dean / CEO, VP of Academic and Student Affairs
	Activity/Initiative	**Student On-Boarding & Intake:** 1. Support CRM install 2. Support Guided Pathway Project and on-boarding procedures
	Lead Responsibility	Admissions Director and Central
	Criteria for Success Including measure(s)	Implementation of new software and usage to new students
	Timeline	Fall 2010
	IG(s)	1, 2, 6
	ATD Capacities	DT, EC
	MSCHE standards	I, IV
	January 2020 Update	Theresa Saladino, Assistant Dean of Student Services/Director of Admissions is an active member of the College-wide CRM implementation team and will represent the Campus's needs.
	Responsible Executive	Vice President for Student Affairs and Executive Deans
	Activity/Initiative	**Establish one Student Government Association Constitution across all three campuses with local bylaws for each campus.**

	Lead Responsibility	Associate Dean Patty Munsch, Associate Dean Meryl Rogers, Associate Dean Edward Martinez and Associate Dean Mary Reese
	Criteria for Success Including measure(s)	A draft Student Government Association Constitution will be presented to the Board of Trustees for their review in August 2020
	Timeline	Fall 2019 the three Student Government Associations will review their constitutions to identify similarities and differences Winter 2020 the three Student Government Associations will determine what changes they would like seen within the constitution Spring 2020 the three Student Government Associations will engage a writing team to draft a new college-wide constitution with votes by each campus Student Government Association prior to the close of the academic year.
	IG(s)	5
	ATD Capacities	SP
	MSCHE standards	IV, VI
	January 2020 Update	Progress on Fall and Winter goals stalled. Anticipating a comprehensive progress report in Spring 2020.
	Responsible Executive	Vice President for Student Affairs and Executive Deans
	Activity/Initiative	**Access and utilization of the Citywide Immunization Registry by the health services offices via the enhanced protocols of accessing health records upon application and only applying registration blocks to those students without accessible medical records**.
	Lead Responsibility	Associate Dean Patty Munsch, Associate Dean Meryl Rogers, Associate Dean Edward Martinez and Associate Dean Mary Reese
	Criteria for Success Including measure(s)	The health services offices will be reviewing all new student applications via Argos and searching for medical records in NYSIIS and CIR by March 2020.
	Timeline	The health services offices will all have access to the necessary Argos reports by December 2019 and will be trained in using the reports by January 2020. The health services office will have access to CIR by February 2020.
	IG(s)	5, 3
	ATD Capacities	E, EC, PP
	MSCHE standards	IV
	January 2020 Update	The CIR-Citywide Immunization Registry, similar to NYSIIS (NY State Department of Health), has proven to be another successful tool to aid with registration blocks. In December 2019 Health Services staff began utilizing this resource. Starting in October 2019, the **Argos** report of new student applications is downloaded daily in the Health Services office. The NYSIIS and CIR resources are used to collect immunization records, whenever available.
Academic Affairs	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Address student success by creating a college-wide learning community.
	Lead Responsibility	Associate Vice President for Academic Affairs
	Criteria for Success Including measure(s)	100% of faculty registrants attend all six sessions on teaching and learning topics.

	Timeline	June 2020
	IG(s)	1
	ATD Capacities	TL
	MSCHE standards	III, IV, V
	January 2020 Update	22 people attended 2 or more of the workshops, 45% participation rate of the 3 workshops
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Address student access, success, and completion of programs by creating a review process for academic departments to re-evaluate programs to meet student goals of career/transfer upon graduation. (Pathways)
	Lead Responsibility	Assistant Dean for Academic Affairs/Student Success Initiatives
	Criteria for Success Including measure(s)	Binary.
	Timeline	July 2020
	IG(s)	1
	ATD Capacities	TL, EC, SP
	MSCHE standards	III, IV
	January 2020 Update	All department chairs, assistant chairs, curriculum committee members, and program leads were invited to a day-long Program Mapping Webinar event. Meetings set up to review the process to create college-wide "Areas of Interest." Applied for another SUNY Guided Pathways Accelerated grant to assist in funding of professional development.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Address student success in ESL programs through faculty development
	Lead Responsibility	College Director of ESL
	Criteria for Success Including measure(s)	Survey Adjunct ESL faculty on development needs – 75% response. Conduct 2/3 faculty development workshops based on survey results with 30% participation.
	Timeline	November 2019 March 2020
	IG(s)	1
	ATD Capacities	TL
	MSCHE standards	III, IV, V
	January 2020 Update	Surveyed ESL faculty on development needs with 76% response rate. Plans in action for workshops in spring semester
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Facilitate student success and completion by creating and implementing at least three Degree Works Informational Sessions for student understanding of their Degree Works Audit. (Pathways)
	Lead Responsibility	College Director of Student Support Services
	Criteria for Success Including measure(s)	Creation of sessions Implementation of 3 sessions
	Timeline	November 2019 March 2020

	IG(s)	1, 5
	ATD Capacities	DT, E, TL, EC
	MSCHE standards	I, III, IV,
	January 2020 Update	Degree Works informational sessions have been created and are scheduled for March 2020.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Increase student access, success, and completion by acquiring new clinical placement opportunities to increase learning opportunities and seat capacity.
	Lead Responsibility	Associate Dean School of Nursing
	Criteria for Success Including measure(s)	Clinical placement will increase by 10%.
	Timeline	March 2020
	IG(s)	3
	ATD Capacities	SP
	MSCHE standards	V
	January 2020 Update	Two new clinical sites have been acquired. One contract has been fully executed; the other is circulating for signature.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Increase student access to campus resources by launching a pilot micro-transit service.
	Lead Responsibility	Executive Director of Sustainability Programs
	Criteria for Success Including measure(s)	Binary.
	Timeline	August 2020
	IG(s)	1,2,3
	ATD Capacities	LV, E, SP, PP
	MSCHE standards	II, IV, VI
	January 2020 Update	Assisted Suffolk County in preparation of an RFP for a pilot micro-transit initiative in Southampton Town, which replaces an important student connection to the Eastern Campus (10A).
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Facilitate student success and completion by developing an online catalog.
	Lead Responsibility	Associate and Assistant Dean for Curriculum Development
	Criteria for Success Including measure(s)	Binary.
	Timeline	August 2020
	IG(s)	5
	ATD Capacities	EC
	MSCHE standards	III & IV
	January 2020 Update	In progress. Software purchased. Structure of catalog has been developed.
	Responsible Executive	Vice President for Academic Affairs

	Activity/Initiative	Address student access and success by developing a preparation course for Level 1 NYS Teaching Assistant.
	Lead Responsibility	College Assistant Dean for Continuing Education
	Criteria for Success Including measure(s)	1. Develop course 2. Enroll twelve students 3. 75% of students will pass NYS certification exam
	Timeline	January 2020 August 2020
	IG(s)	1, 2, 3, 6
	ATD Capacities	E, EC
	MSCHE standards	III, IV
	January 2020 Update	Course developed. Fourteen students enrolled in course Fall of 2019. 100% students passed course.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Create an ECP or Beacon Program of Freshman Seminars for 11th & 12th graders. (Pathways)
	Lead Responsibility	College Assistant Dean for K-12 Partnerships
	Criteria for Success Including measure(s)	Obtain interest data (by Spring 2020) from each current ECP/Beacon school and other districts. Start program in Fall 2020.
	Timeline	August 2020
	IG(s)	3
	ATD Capacities	TL
	MSCHE standards	III
	January 2020 Update	Interviewed administrators for interest from districts surrounding Ammerman Campus (ex. Longwood, Miller Place, William Floyd, ES BOCES, etc.).
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Address student access and success to online programs/courses by creating a project charter for centralization of online learning.
	Lead Responsibility	College Director for the Center for Innovative Pedagogy
	Criteria for Success Including measure(s)	Binary.
	Timeline	August 2020
	IG(s)	1,2, 3, 6
	ATD Capacities	E
	MSCHE standards	I, III
	January 2020 Update	Recommendations/suggestion by Open SUNY leadership incorporated into the Open SUNY Institutional Readiness Implementation Plan for SCCC. This document contains possible action items including the centralization of online learning.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Facilitate access by designing a "Management for Industry" sequence to be introduced as non-credit offering, evolving into an academic certificate with aligned objectives and assessments. This pathway program will be developed collaboratively between Workforce and the Office of Academic Affairs. (Pathways)

	Lead Responsibility	Associate Vice President for Workforce and Economic Development
	Criteria for Success Including measure(s)	Draft Course Sequence Outline Identify 3 SLO's and 3 assessments Develop the introductory course
	Timeline	March 2020 July 2020 July 2020
	IG(s)	2
	ATD Capacities	DT
	MSCHE standards	III
	January 2020 Update	This is being developed in conjunction with Elizabeth Spagnola and Chris Gherardi
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Increase access for students by developing and acquiring approval (through SUNY Global) 3 study abroad programs (Spain, Romania, Peru)
	Lead Responsibility	Associate Dean of Special Programs
	Criteria for Success Including measure(s)	Get 3 programs approved by SUNY Global Open to registration for students system-wide
	Timeline	March 2020 August 2020
	IG(s)	1, 3
	ATD Capacities	TL, PP
	MSCHE standards	III
	January 2020 Update	Spain Study Abroad Program is in the final stage of approval at SUNY; Peru and Ireland Study Abroad Programs will start approval process after Spain program is approved.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Ensure student success by developing and implementing a program to support EOP students who are not meeting the College's EOP academic standards (students on probation).
	Lead Responsibility	Director of EOP
	Criteria for Success Including measure(s)	25% percent of the students who participate in the program will improve their GPA's for the semester they participate in the program.
	Timeline	January 2020 & June 2020
	IG(s)	1
	ATD Capacities	DT, EC, SP, PP
	MSCHE standards	I, III, IV
	January 2020 Update	Workshop topics have been identified. Students have been identified. Additional Resources have been identified for program. 2/4/2020 will be notified if additional resources are available.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Address student success by collaborating with at least 1 other SUNY in the area on PD event(s) for our faculty and staff

	Lead Responsibility	College Associate Dean of Faculty and Professional Development
	Criteria for Success Including measure(s)	Develop PD events with representatives from outside SCCC. Hold at least 1 collaborative PD event per semester with representatives outside of SCCC.
	Timeline	January 2020 May 2020
	IG(s)	4
	ATD Capacities	TL
	MSCHE standards	IV
	January 2020 Update	We held 3 of the 6-part learning community series. Our faculty heard from employees from SBU, Touro and St. John's University regarding their teaching strategies. We also held an adjunct-only promotion workshop with a rep from the FA to answer all questions and issues the adjuncts have.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Increase student access by conducting at least 1 active entrepreneurship learning event on each campus.
	Lead Responsibility	College Director of Entrepreneurial Assistance Program
	Criteria for Success Including measure(s)	Hold at least 1 event per campus during the year.
	Timeline	August 2020
	IG(s)	1, 2
	ATD Capacities	TL, EC
	MSCHE standards	III, IV
	January 2020 Update	October 7, 2019 conducted a Speed Business Mentoring event on the Ammerman Campus. Approximately 100 students attended. Mentors were from the business community. January 15, 2020 conducted a Shark Tank (business plan competition) on the Michael J. Grant Campus for business owners completing the 60-hour entrepreneurial training course. Judges were from the business community.
	Responsible Executive	Vice President for Academic Affairs
	Activity/Initiative	Working collaboratively, create a structure that ensures that as of Fall 2020, 80% of new students are enrolled in College seminar during their first semester.
	Lead Responsibility	Vice Presidents Academic & Student Affairs; Executive Deans
	Criteria for Success Including measure(s)	Binary.
	Timeline	September 2020
	IG(s)	1
	ATD Capacities	TL, EC, SP
	MSCHE standards	III, IV
	January 2020 Update	Dr. Beaudin is researching the number of new admits each fall, the number of sections of COL 101 and 105 and the utilization rates, and will work with appropriate chairs to determine the next step for scheduling.
	Responsible Executive	VP Business & Financial Affairs

Business & Financial Affairs	Activity/Initiative	In consultation with Legal and the Registrar, re-evaluate student financial liability under specific circumstances such as if they do not attend and or have all W's to future student success after lengthy time period. Create College policy to decrease liability and reduce obstacle.
	Lead Responsibility	Associate Dean of Financial Affairs
	Criteria for Success Including measure(s)	Create written policy
	Timeline	Spring 2020
	IG(s)	1, 3
	ATD Capacities	PP
	MSCHE standards	IV
	January 2020 Update	No substantial progress has been made on developing and finalizing a policy that clearly outlines steps that need to be taken when there is a "Never Attended or W's. Stakeholders have met but no agreement has been reached on best practices. Business and Finance recognizes the impact of not having a formal and robust policy to address this issue. The new VP for Business and Finance and his team will own this activity and will work with other stakeholders to complete no later than Summer 20.
	Responsible Executive	VP Business & Financial Affairs
	Activity/Initiative	Implement a succession plan necessary due to the retirement of the Principal Accountant whose function is critical to the finance and budget processes as well as other retirements.
	Lead Responsibility	Associate Deans of Financial Affairs
	Criteria for Success Including measure(s)	Replacement hires
	Timeline	Fall 2019
	IG(s)	4
	ATD Capacities	SP
	MSCHE standards	VI
	January 2020 Update	The succession planning process for the Principal Accountant has been completed and two employees have been promoted. The Senior Accountant has been promoted to the Principal Accountant, and an Accountant has been promoted to the Senior Accountant position. The department will continue this succession planning practice in order to ensure business continuity.
	Responsible Executive	VP Business & Financial Affairs
	Activity/Initiative	Updating policies and procedures for financial operations, particularly banking with an emphasis on one College, one way of doing things.
	Lead Responsibility	Associate Dean of Financial Affairs
	Criteria for Success Including measure(s)	Complete the update for banking procedures
	Timeline	Spring 2020
	IG(s)	4
	ATD Capacities	PP
	MSCHE standards	VI

	January 2020 Update	No substantial progress made. Once we have finalized the FY'21 budget, we will work at updating the financial operations policy and procedures manual. The goal is to get this completed no later than Summer 20.
Legal Affairs	Responsible Executive	Chief Diversity Officer
	Activity/Initiative	Ensure implementation and prioritize College-wide and campus goals related to diversity, equity, and inclusion (including those related to professional development, training, programming, hiring, and retention)
	Lead Responsibility	Chief Diversity Officer and Chief of Staff (co-chairs of College Diversity Council) Members of the Diversity Council including: Executive Deans (all three campuses), VP Academic Affairs, VP Student Affairs, Associate Directors of Multicultural Affairs, Director of Center for Social Justice, Affirmative Action Officer, AVP Employee Resources, and Achieving the Dream chairs
	Criteria for Success Including measure(s)	Number of initiatives that are developed, prioritized, and aligned to diversity, equity and inclusion Numbers of programs, number and variety of topics, types of training provided, and target audiences/attendees present
	Timeline	Fall 2019 and Spring 2020
	IG(s)	1, 2, 5, 6
	ATD Capacities	LV, E, TL, EC, SP
	MSCHE standards	I, II, IV, VI
	January 2020 Update	• As a result of submitting a proposal for the SUNY PRODiG faculty diversity plan in September 2019, the College was notified in November 2019 that it will be eligible for the funding of 2 faculty lines through the initiative. An additional request for funding will be submitted in February 2020. • The work of various task forces continues to have a positive impact on increasing the College climate of inclusion and providing resources including: o Undocumented students task force: "You belong Here" campaign was launched; provided additional support and education around passage of the NYS Dream Act; first meeting was held to plan undocumented student and ally *Braver Spaces* training; website has been continually updated o LGBTQ+ task force: 30 employees completed training to become *Braver Spaces* members; in October 2019, a film screening of *Between the Shades* and Q&A with the director attracted over 75 participants on all three campuses o Black and African American student success task force was established and held its first meeting in December 2019 • The President's Diversity Council met to continue to discuss best practices and provide input for the College's strategic planning process • Five search committees were trained including those from Culinary Arts, and departments including Institutional Effectiveness and Special Events • Sexual Violence Prevention educational programs, workshops, and panel discussions took place with peer mentors, student leaders, in college seminar courses, at orientation, with student athletes, coaches, child care center staff and student conduct boards • The College hosted a *SUNY's Got Your Back* event that attracted 178 volunteers who assembled 1000 comfort bags for domestic violence agencies in the surrounding community • Annual *National Dialogue on Race* program featuring Kevin Richardson of the Exonerated Five attracted over 450 participants on the Grant campus

		• The Center for Social Justice and Human Understanding hosted Unity Day that included over 200 high school and middle school students from Brentwood, Huntington, Longwood, Commack, Half Hollow Hills, and North Babylon
	Responsible Executive	General Counsel/Deputy General Counsel
	Activity/Initiative	Ensure compliance through update of policies and procedures and ensure timely and effective responses to compliance reviews
	Lead Responsibility	Legal Affairs (Deputy General Counsel; Affirmative Action Officer; Chief Diversity Officer; AVP Employee Resources; Executive Director Risk Mitigation)
	Criteria for Success Including measure(s)	Numbers of policies and procedures reviewed, developed, revised, communicated and disseminated to Cabinet, executive staff, the Board of Trustees, the College community, and other constituents Timely, progressive, and accurate reports to external agencies (SUNY, NYS Education Department, Office for Civil Rights, etc.)
	Timeline	Fall 2019 and Spring 2020
	IG(s)	4, 5
	ATD Capacities	SP, PP
	MSCHE standards	II, VI, VII
	January 2020 Update	• Chosen name policy continues to be implemented for students and employees in Blackboard, Degree Works, email and other electronic displays; additional procedures for review were updated • Child Protection policy training provided as required to employees and student volunteers • Clery Act Annual Security Report completed, reviewed, and disseminated in October 2019 • Required 129-B reporting completed and disseminated in December 2019 • EOP admissions application was revised to ensure compliance in January 2020 • EIT accessibility initiatives continue to be implemented and refined based on feedback from internal stakeholders and SUNY, in collaboration with ITS, Disability Services, Procurement, and Academic Affairs/CIP. An EIT accessibility breakout session was conducted at College-wide Professional Development Day on October 8, 2019. Enhancements to the procurement and course software integrations review process are in progress • Social Media Policy presentations conducted by Director of Communications to campus Governance bodies; account form updated for access on College website • Procurement Policy updated and approved for usage for calendar year 2020 • NYSED Civil Rights Compliance Review campus capital improvements continue to be implemented College-wide • Student Audio Recording Accommodation Policy and Procedures, along with an accompanying Student Audio Recording Accommodation Agreement, was drafted and finalized for use beginning with the Spring 2020 semester • The procurement of new employee online compliance training software is in progress and is expected to be completed in the Spring 2020 semester • In collaboration with Student Affairs, reviewed and updated forms and procedures to ensure consistent implementation of Student Immunizations Policy across the three campuses

		• Academic Code of Conduct draft continues to be refined and discussed with Governance's Academic Integrity Committee • Photo ID Procedures were developed in collaboration with Student Affairs and disseminated to student-facing offices to ensure consistent application of photo ID requirements for student transactions • Worked with Student Affairs and CSJHU to ensure timely implementation of new student voter education requirements in accordance with the NYS Election Law
Information Technology Services	Responsible Executive	Associate Director
	Activity/Initiative	Office 2019 upgrade
	Lead Responsibility	Desktop Support Services
	Criteria for Success Including measure(s)	Upgrade 75% of administrative computers
	Timeline	Q1: September – November: Plan deployment Q2: December – February: Upgrade 25% of administrative computers Q3: March – May: Upgrade 50% of administrative computers Q4: June – August: Upgrade 75% of administrative computers
	IG(s)	1, 2, 3, 4, 5, 6
	ATD Capacities	LV, DT, E, TL, EC, SP, PP
	MSCHE standards	I, II, III, IV, V, VI, VII
	January 2020 Update	Implementation in progress and according to schedule. No issues so far with deployment. In addition, training is available through our IT Training office.
	Responsible Executive	Associate Director
	Activity/Initiative	Establish documentation procedures
	Lead Responsibility	All units
	Criteria for Success Including measure(s)	Establish a documentation procedure that includes the documentation of business processes, help desk ticket resolutions, coding, IT standard operating procedures, etc.
	Timeline	Q1: September – November: Evaluate platforms to use Q2: December – February: Start documentation of help desk tickets Q3: March – May: Start documentation of IT standard operating procedures Q4: June – August: Start documentation of Enterprise Applications
	IG(s)	1, 2, 3, 4, 5, 6
	ATD Capacities	LV, DT, E, TL, EC, SP, PP
	MSCHE standards	I, II, III, IV, V, VI, VII
	January 2020 Update	Implementation in progress and according to schedule. Documentation of tickets, best practices, and SOPs has started.
	Responsible Executive	Associate Director
	Activity/Initiative	Zero Client
	Lead Responsibility	Desktop Support Services
	Criteria for Success	To initiate deployment of zero client devices with at least 25 units deployed

	Including measure(s)	
	Timeline	Q1: September – November: Evaluate Q2: December – February: Plan deployment Q3: March – May: Deploy Q4: June – August: Deploy
	IG(s)	1, 2, 3, 4, 5, 6
	ATD Capacities	LV, DT, E, TL, EC, SP
	MSCHE standards	I, II, III, IV, V, VI, VII
	January 2020 Update	Implementation in progress and according to schedule
	Responsible Executive	Associate Dean
	Activity/Initiative	Implementation of a Project Portfolio Management (PPM) tool
	Lead Responsibility	Project Management Office
	Criteria for Success Including measure(s)	Migrate at least 50% of existing projects from a spreadsheet to a PPM tool.
	Timeline	Q1: September – November: Implement PPM Q2: December – February: Finalize implementation of PPM Q3: March – May: Migrate at least 25% of existing projects Q4: June – August: Migrate at least 50% of existing projects
	IG(s)	1, 2, 4, 5
	ATD Capacities	LV, DT, E, TL, EC, SP, PP
	MSCHE standards	I, II, III, IV, V, VI, VII
	January 2020 Update	Implementation in progress and according to schedule. Demonstrations were conducted as well as developing best practices and workflows.
Institutional Advancement	Responsible Executive	VP Institutional Advancement/Associate Dean for Sponsored Programs
	Activity/Initiative	Develop the College's four-year Perkins V proposal to NYSED and submit the first-year's proposal. Fall 2019: reconstitute Local Advisory Council (LAC) according to Perkins V guidelines; convene new LAC, meet with VP AA to develop broad plan for each campus; meet with at least one of three campus executive deans to develop Major Effort plan; Spring 2020: meet with other two campus deans; meet with each ME director to develop pre-proposals; meet with Perkins V Executive Council to confirm plan; meet with LAC for advice on plan; develop proposal narrative and budget. Summer 2020: complete and submit proposal.
	Lead Responsibility	Associate Dean for Sponsored Programs/Assistant Dean for Grants Development
	Criteria for Success Including measure(s)	Complete a plan for five major efforts across the college and submit a complete and compliant proposal to NYSED
	Timeline	September 1 – August 31
	IG(s)	1, 2, 3, 4, 5, 6
	ATD Capacities	DT, E, TL
	MSCHE standards	III, IV, V, VI

	January 2020 Update	Fall objectives achieved: LAC membership updated to meet new requirements and first meeting 11/19/19; Planning meeting with VPIA and IA staff 11/5/19; Planning meeting with VPAA and three campus executive deans 11/14/19; Spring activities already underway.
	Responsible Executive	VP Institutional Advancement/Associate Dean for Institutional Advancement/Assistant Director of Web Services
	Activity/Initiative	Lead an initial assessment effort and the committee charged to develop and implement a Digital Asset Management system for the College.
	Lead Responsibility	Assistant Director of Web Services
	Criteria for Success Including measure(s)	By August 31, 2020: Have a digital asset management system selected and an administrative process for the college to begin implementation. Communication to the college staff will bring awareness that the DAM will be the official source for college content including photos, logos, graphics, video files, audio files, pdf's and related files.
	Timeline	September 1 – August 31
	IG(s)	3, 5, 6
	ATD Capacities	DT, E, TL, EC, SP, PP
	MSCHE standards	II, IV, VI
	January 2020 Update	The RFP has been completed. The RFP has been advertised and will also be distributed to approximately 16 vendors identified from internal research. RFP responses are due back on 2/6/20, and the first evaluation committee meeting will commence on 2/20/20.
	Responsible Executive	VP Institutional Advancement/Associate Dean for Institutional Advancement/Executive Director of the Suffolk Community College Foundation
	Activity/Initiative	Project manage the implementation of the Suffolk Federal Credit Union agreement.
	Lead Responsibility	Associate Dean for Institutional Advancement/Executive Director of the Suffolk Community College Foundation
	Criteria for Success Including measure(s)	By August 31, 2020: Complete the deliverables that have been listed as action items contained within the agreement. This includes, Phase I of exterior signage installment for the SFCU Arena, basketball court branding, and lobby graphics.
	Timeline	September 1 – August 31
	IG(s)	2, 3, 5
	ATD Capacities	EC, SP, PP
	MSCHE standards	IV, VI
	January 2020 Update	Working in collaboration with the College's Director of Construction and the Suffolk Community College Foundation, the Office of Institutional Advancement has successfully managed the implementation of Phase I of the Suffolk Federal Credit Union agreement. Specifically, Phase I included the renaming of the building formerly known as the Health, Sports and Education Center on the Michael J. Grant Campus by designing, manufacturing and placing a Suffolk Federal Credit Union illuminated sign on the exterior of the building. On November 20, 2019, the College and Suffolk Federal Credit Union celebrated the unveiling of the new Suffolk Federal Credit Union Arena with a brand new 52' x 7' exterior sign. In addition to the exterior sign, the naming partnership also included the design of lobby and basketball court graphics. Accordingly, on November 20th unveiling also included:

		➢ A custom-designed dimensional lobby wall incorporating both Suffolk Sharks branding and the new name of the building ➢ Basketball court graphics incorporating both Suffolk Sharks branding and the naming partnership on both the Michael J. Grant Campus and Ammerman basketball courts ➢ Suffolk Sharks and SFCU door signage graphics in both the east and south entrances of SFCU Arena ➢ A new Suffolk Community College column wrap in the lobby of SFCU Arena Going forward, planning for the implementation of Phase II of the Suffolk Federal Credit Union agreement is underway. 2020 will include the design and implementation of a new Suffolk Sharks/Suffolk Federal Credit Union exterior LED sign facing Nicolls Road on the Ammerman Campus in Selden, as well as SFCU graphics in the gym of the Eastern Health and Wellness Center in Riverhead, and way-finding directional signage on the Michael J. Grant Campus. The team is also working with the NYS Department of Transportation to determine if additional signage can be erected on Express Drive South, replacing current HSEC directional signs on that access road. SFCU has added a Suffolk County Community College Partnership site to its website. Users can find information on the SFCU scholarship program and other helpful student resources at the site. The Foundation team maintains constant contact with the partner-donors to ensure that the relationship grows and thrives. Monthly conference calls are held between SFCU leadership and the Institutional Advancement team to review status of contract deliverables, which currently total over 40 category items.
Planning and Institutional Effectiveness	Responsible Executive	Executive Director, OPIE
	Activity/Initiative	Fall 2019: Implement phase three of the 2020-2027 strategic planning architecture by presenting findings and working with SCCC stakeholders to review the current Mission and Vision statements, Institutional Goals (IG), and Measureable Institutional Objectives (MIOs). Use review as basis to begin crafting the 2020-2027 mission and vision statements, IG's, MIO's, and KPI's. Spring 2020: Engage SCCC stakeholders in the validation process and present final draft of 2020-2027 Strategic Plan to College community.
	Lead Responsibility	Strategic Planning Council with facilitation from OPIE
	Criteria for Success Including measure(s)	Actively seeking opportunities to engage the College community in the crafting and validation processes, including presenting findings at various College-wide meetings (i.e., Governance meetings, Spring 2020 PDD, etc.).
	Timeline	Fall 2019-Spring 2020
	IG(s)	4, 5, 6
	ATD Capacities	SP
	MSCHE standards	I, VI
	January 2020 Update	Throughout Summer 2019, focus groups and online surveys were reviewed and analyzed using the coding software, *Atlas t.i. 6.2*. In addition, in June 2019, members of the Mission, Vision, Institutional Goals (IGs), and Measureable Institutional Objectives (MIOs) subcommittee were provided strategic planning documents, external reports, and questions to consider through the Strategic Planning Council's Blackboard (BB)

		community. Feedback from subcommittee members was received, and a draft Mission, Vision, IG and MIO document was created for presentation to the SPC. During the September 2019 Strategic Planning Council (SPC) meeting, a draft Mission, Vision, IG and MIO document was presented to the SPC along with preliminary findings of the focus groups and online surveys. Questions were posed and after a discussion, SPC members decided that more time was needed to review the draft document and other strategic planning documents prior to presenting them to the College community. In October 2019, a final focus group and online survey report was provided to the SPC by the Executive Director of OPIE. Additional SPC meetings were conducted in November and December 2019 to further review the abovementioned documents and discuss next steps in the 2020-2027 Strategic Planning process.
	Responsible Executive	Assistant Director, OPIE
	Activity/Initiative	In collaboration with ITS, utilize Power BI to create dashboards that will make institutional and departmental data more readily available to the College community.
	Lead Responsibility	Specialist I, OPIE and College Assoc. Dean, Information Technology Services
	Criteria for Success Including measure(s)	Piloting and publishing of dashboards for program review (ITS)
	Timeline	Fall 2019-Spring 2020
	IG(s)	4, 5
	ATD Capacities	DT
	MSCHE standards	VI
	January 2020 Update	The project is currently on hold due to additional system requirements requested by the ITS department.
	Responsible Executive	Executive Director, OPIE
	Activity/Initiative	Continue to work with the Data Standards Committee to publish and implement the revised data standards manual at the Central and Campus levels.
	Lead Responsibility	Data Standards Committee
	Criteria for Success Including measure(s)	Implementation of manual and a reduction in fatal errors generated when submitting reports to SUNY and other external agencies.
	Timeline	Fall 2019-Spring 2020
	IG(s)	4, 5
	ATD Capacities	SP
	MSCHE standards	V
	January 2020 Update	The Data Standards Committee met once in Summer 2019 and twice during the Fall 2019 semester to review and finalize the Data Standards manual. In between that time, representatives from OPIE met with data entry personnel on the Grant Campus to discuss the importance of data entry, field questions, and ask personnel to review the manual prior to publication. Revisions from the Grant Campus meeting were incorporated into the document. After OPIE meets with data entry personnel on the Ammerman Campus, the document will be published on the OPIE's webpage.
Student Affairs	Responsible Executive	Vice President for Student Affairs and Executive Deans

	Activity/Initiative	Review current new student testing, advising, and orientation processes to identify opportunities to increase student participation, engagement, and to move toward making orientation mandatory.
	Lead Responsibility	Associate Dean Patty Munsch, Associate Dean Meryl Rogers, Associate Dean Eddie Martinez, and Associate Dean Mary Reese
	Criteria for Success Including measure(s)	A proposal for a redesign of process inclusive of student learning outcomes and assessment measures will be prepared by April 2020
	Timeline	Fall 2019 the current testing, advising, and orientation process will be outlined by each campus. Winter 2020 discussion regarding CAS standards and best practices will inform a draft of a redesign. Spring 2020 all area leads will review and revise suggestions and finalize a proposal for redesign.
	IG(s)	1, 5
	ATD Capacities	EC, PP
	MSCHE standards	IV
	January 2020 Update	The team has met twice to begin work on aligning processes and discuss best practices. The team will host two SUNY coaches in March 2020 to outline redesign.
	Responsible Executive	Vice President for Student Affairs and Vice President for Academic Affairs
	Activity/Initiative	Implementation of an enhanced student authentication process to allow for increase individual communication with students via phone and email.
	Lead Responsibility	Associate Dean Anna Flack and Director Camille Karlson
	Criteria for Success Including measure(s)	The updated protocols will be utilized by 75% of offices across the college by August 2020.
	Timeline	The enhanced protocols will be finalized by November 2019 Professional development will be provided on how to use the new protocols from December 2020 through March 2020 Offices will be using the new protocols by April 2020 Complete integration by August 2020.
	IG(s)	1, 3, 5
	ATD Capacities	E, EC, PP
	MSCHE standards	IV
	January 2020 Update	The student authentication protocols have been approved by the Vice President for Student Affairs. The OPEN SUNY student services team has met and discussed training on the new protocols. Trainings for counselors and AME will take place in March and additional outreach to the campuses through the Associate Deans for Student Affairs will also take place.
	Responsible Executive	Vice President for Student Affairs
	Activity/Initiative	Implementation of College Scheduler software to provide students, counselors, teaching faculty and staff ease with building class schedules.
	Lead Responsibility	Associate Dean Anna Flack
	Criteria for Success Including measure(s)	The tool will be accessible to build schedules prior to the start of priority registration, November 6, 2019.
	Timeline	September 2019 software is tested, student feedback is gathered. October 2019 software is installed and training is provided to faculty, staff and students

	IG(s)	1, 3
	ATD Capacities	LV, EC
	MSCHE standards	IV, VI
	January 2020 Update	The College Scheduler software has been tested, installed and has passed VPAT. Training on use of the software will take place in February for the college community with the expectation that students will begin use of the software during the upcoming priority registration period.
	Responsible Executive	Vice President for Student Affairs
	Activity/Initiative	Review and revise the policy and procedures associated with students who are re-admitting to the college or who have stopped out and are returning to the college.
	Lead Responsibility	College Dean Joanne Braxton
	Criteria for Success Including measure(s)	Identify barriers in current readmission process, outline a policy revision to address the barriers, and update procedures based on the revised policy.
	Timeline	Identify barriers in Fall 2019 Outline policy revision in Spring 2020 Update procedures in Summer 2020.
	IG(s)	1, 3, 5
	ATD Capacities	E, PP
	MSCHE standards	IV
	January 2020 Update	Based on the new student de-matriculation policy, an outline of suggestions for revision has been developed based on the current barriers in the readmission policy. The team will continue to advocate for policy revisions to the de-matriculation policy.
	Responsible Executive	Vice President for Student Affairs and Vice President for Academic Affairs
	Activity/Initiative	Pilot a student mentoring program with faculty and staff from across the college to provide individual student support including transitioning to college and development of an academic plan.
	Lead Responsibility	Associate Dean Patty Munsch, Associate Dean Deborah Wolfson, and Associate Dean Anna Flack
	Criteria for Success Including measure(s)	65% of new students in Spring 2020 will have an assigned mentor to support their transition college.
	Timeline	Identify and provide professional development for volunteers in Fall 2019 Assign volunteers to new students in Spring 2020.
	IG(s)	1, 3, 5
	ATD Capacities	E, EC, PP
	MSCHE standards	IV
	January 2020 Update	The training protocols have been established. The IT build to display advisors/advisees has been completed. The call for volunteers will be sent the end of January 2020. Volunteers will be assigned students by February 10, 2020 and will be trained the week of February 10, 2020.
	Responsible Executive	Vice President for Student Affairs
	Activity/Initiative	Build the College Relationship Managements software tool to support the enrollment process including an enrollment checklist, follow-up communication for missing items for enrollment, and follow-up after the first week of classes.

	Lead Responsibility	College Dean Joanne Braxton and Associate Dean Patty Munsch
	Criteria for Success Including measure(s)	An enrollment checklist and follow-up communications for missing items for enrollment will be functional by June 2020 and follow-up communication for the first week of classes will be functional by August 2020.
	Timeline	Fall 2019 the new student application will be built, the application checklist will be built Spring 2020 the enrollment checklist will be built and the follow-up communication for enrollment will be built August 2020 the first week of class communication will be built.
	IG(s)	1, 5
	ATD Capacities	DT, EC
	MSCHE standards	IV
	January 2020 Update	The first draft of the application has been built and is in a test environment. The list of attributes that the committee wants to include has been drafted and the request to purchase the necessary software for Banner and SLATE to share data (required to build checklist) has been submitted and initially approved.
	Responsible Executive	Vice President for Student Affairs and Executive Deans
	Activity/Initiative	Access and utilization of the Citywide Immunization Registry by the health services offices via the enhanced protocols of accessing health records upon application and only applying registration blocks to those students without accessible medical records.
	Lead Responsibility	Associate Dean Patty Munsch, Associate Dean Meryl Rogers, Associate Dean Edward Martinez and Associate Dean Mary Reese
	Criteria for Success Including measure(s)	The health services offices will be reviewing all new student applications via Argos and searching for medical records in NYSIIS and CIR by March 2020.
	Timeline	The health services offices will all have access to the necessary Argos reports by December 2019 and will be trained in using the reports by January 2020. The health services office will have access to CIR by February 2020.
	IG(s)	3, 5
	ATD Capacities	E, EC, PP
	MSCHE standards	IV
	January 2020 Update	Access to City Immunization Records was granted in December 2019 and utilized for Spring 2020 enrollment. All offices are using ARGOS to review all incoming students, look for their immunization records in the two systems and lifting the immunization hold if the record is found.
	Responsible Executive	Vice President for Student Affairs
	Activity/Initiative	Expand community policing program college-wide.
	Lead Responsibility	College Director Baycan Fideli
	Criteria for Success Including measure(s)	Community policing program will employ students on all campuses by August 31, 2020
	Timeline	Recruitment for additional students for the community policing program will occur in March 2020, training of the students will occur over Spring/Summer 2020
	IG(s)	5
	ATD Capacities	EC

	MSCHE standards	IV, VI
	January 2020 Update	The community policing program is operational on the Grant campus. The Ammerman campus has a new captain who has been trained in community policing, along with a new lieutenant that has been trained in community policing. They are currently identifying officers to execute the program on the Ammerman campus. Eastern campus will train their officers concurrently with the officers at Ammerman with expectation of full community policing program in place by August 2020.
	Responsible Executive	Vice President for Student Affairs
	Activity/Initiative	Cross train internal staff on the following aspects of the Special Events Office: Contracts, Insurance, Scheduling, 25 Live, Event communication.
	Lead Responsibility	Associate Dean Collazo and Associate Director Alberti
	Criteria for Success Including measure(s)	All staff in Special Events will be trained on contracts, insurance, scheduling, 25 Live and event communication by June 2020.
	Timeline	The training will be outlined by December 2019 and implemented and delivered to all staff by June 2020.
	IG(s)	5
	ATD Capacities	DT, PP
	MSCHE standards	VI
	January 2020 Update	There was a new hire in the Special Events office and cross training was imbedded in their onboarding process. Additionally, current staff have been trained on all items listed above and have provided support in executing contracts, collecting required insurance, entering data in 25
	Responsible Executive	Vice President for Student Affairs and Executive Deans
	Activity/Initiative	Establish one Student Government Association Constitution across all three campuses with local bylaws for each campus.
	Lead Responsibility	Director Lisa Hamilton, Director Sharon Silverstein and Director Denny Teason
	Criteria for Success Including measure(s)	A draft Student Government Association Constitution will be presented to the Board of Trustees for their review in August 2020.
	Timeline	Fall 2019 the three Student Government Associations will review their constitutions to identify similarities and differences, Winter 2020 the three Student Government Associations will determine what changes they would like seen within the constitution Spring 2020 the three Student Government Associations will engage a writing team to draft a new college-wide constitution with votes by each campus Student Government Association prior to the close of the academic year.
	IG(s)	5
	ATD Capacities	SP
	MSCHE standards	IV, VII
	January 2020 Update	At the October Student Government Association training the concepts of a shared constitution was introduced to the elected students in the Student Government Associations. The rationale included a stronger voice for students and unity among the campuses.

		The three Student Government Associations each voted to establish a college-wide committee to review the three current constitutions, identify similarities and differences, and determine what changes they would like seen in the constitution. The college-wide student committee has met and begun work.