



2015-2016 COLLEGE OPERATIONAL PLAN

September 2015

Report Produced for the Strategic Planning Council by the Office of Planning and Institutional Effectiveness

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.

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INSTITUTIONAL GOAL (IG) 1 – STUDENT SUCCESS

To foster the intellectual, physical, social, and civic development of students through excellent and rigorous academic programs and comprehensive student support services.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 1.1

The College will, during the period 2013-2020, increase the completion rate of first-time, full-time (FTFT) students in gateway courses through enhanced engagement with faculty, academic support and student services.

College Action

Completion of the College Enrollment Management Plan

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

Vice President of Student Affairs, College Dean for Enrollment Management

Criteria for Success

The plan will be completed, approved, and implemented.

Value

The plan will provide a roadmap for improving student access to higher education.

Associated IGs: 2, 3, 4, 5, & 6

Associated MIOs: 1.2, 1.3, 2.1, 2.2, 2.4, 3.3
3.4, 4.1, 5.1, & 6.2

SUNY Excels: 1, 2, 5, 8a, 8b, 10, 12, 13, 15,
17, 18, & 19

Presidential Goals: 1, 2, 4, 5, & 6

College Action

As one of the priority actions included in the College's Student Engagement Plan, develop a comprehensive virtual orientation program for the College.

Responsible Executive

Vice President for Student Affairs

Lead Responsibility

Vice President for Student Affairs, Campus Associate Deans for Student Affairs

Criteria for Success

The orientation will be in place and operational prior to the Fall 2016 orientation process.

Value

This process will provide students with the information necessary to increase persistence, retention, transfer, and completion.

Associated IGs: 3 & 5	Associated MIOs: 1.1, 1.2, & 5.2
SUNY Excels: 1, 2, 12, 13, 15, 17, 18, & 19	Presidential Goals: 1 & 6

College Action

Evaluate the effectiveness of the College’s developmental education advisement and placement policies, procedures, and practices.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Associate Vice President for Academic Affairs, College Dean of Instruction

Criteria for Success

1. Reduce the number of unnecessary developmental education placements by 5%.
2. Create unifying recommendations regarding assignment of new students to developmental coursework.
3. Develop a pilot program for students assigned to students with 2 or more developmental placements.

Value

By decreasing placement into developmental education and providing enhanced support to students placed in developmental coursework, student success will increase.

Associated IGs: 2 & 6	Associated MIOs: 1.2, 1.3, 2.2, 2.4, & 6.2
SUNY Excels: 1, 2, 5, 8a, 8b, 10, 12, 13, 15, 17, 18, & 19	Presidential Goals: 1 & 6

CAMPUS BASED ACTION PLANS

Campus Action – Eastern Campus

Expand and enhance the Campus' Honors Program course offerings.

Responsible Executive

Executive Dean – Eastern Campus

Lead Responsibility

Executive Dean, Campus Associate Dean for Academic Affairs, Campus Honors Coordinators

Criteria for Success

Enrollment in the courses will increase by 5%.

Value

Enhancing the College's Honor's program increases the visibility of the College to high school students across Suffolk County.

Associated IGs: 2, 3, & 6	Associated MIOs: 1.2, 1.3, & 2.2
SUNY Excels: 12, 13, 17, 18, & 19	Presidential Goals: 1 & 6

Campus Action – Michael J. Grant Campus

Design and Implement a Faculty Learning Community Program (FLC) and offer two staff development opportunities for faculty, chairs and coordinators/specialist per semester to enhance teaching practices in gateway courses and with diverse student populations, retention/completion rates and improve communication and leadership.

Responsible Executive

Executive Dean – Michael J. Grant Campus

Lead Responsibility

Executive Dean / Director of TLC, Associate Deans (Academic & Student Service

Criteria for Success

1. Implement a Faculty Learning Community Program focused on teaching, technology, and diversity.
2. Increase faculty participation in the Advising Center by 5%.
3. Increase the graduation rate by 5% of students within in 15 credits of graduation.

Value

Implementing the Faculty Learning Community Program will provide necessary professional development opportunities to faculty.

Associated IGs: 5 & 6	Associated MIOs: 1.2, 1.3, 2.1 2.2, 5.1, & 6.1
SUNY Excels: 12, 13, 15, 17, & 19	Presidential Goals: 1

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 1.2

The College will, during the period 2013-2020, increase the fall-to-spring persistence rates of all credit bearing students to 75% and fall-to-fall retention rates for FTFT students to 70% by supporting students through enhanced engagement with faculty, academic support, and student services.

College Action

In an effort to enhance the student experience, ensure that all of the food service components under the Aramark contract are fully functional and that students are satisfied with their dining options.

Responsible Executive

Vice President for Business and Finance

Lead Responsibility

Vice President of Business and Finance, Administrative Director of Business Operations

Criteria for Success

All of the food service components will be fully functional, increase the percentage of students using the services, and increase the overall sales figures.

Value

Implementing the meal plan will enhance the overall student experience and create a more collegiate feel, will increase student buying power, and will lead to increased finances for the College.

Associated IGs: 3

Associated MIOs: 3.3

SUNY Excels: N/A

Presidential Goals: 1 & 3

College Action

As one of the priority actions included in the College Student Engagement Plan, provide communications to students regarding compliance with state and federal regulations in order to maintain financial aid eligibility.

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

College Director of Financial Aid

Criteria for Success

Reduce the number of students who lose their eligibility due to non-compliance.

Value

Ensuring that students retain financial aid eligibility increases student success.

Associated IGs: 3 & 5	Associated MIOs: 1.1, 1.3, 3.3, & 5.1
SUNY Excels: 1, 2, 5, 8a, 8b, 10, 12, 13, 15 17, 18, & 19	Presidential Goals: 1, 4, & 6

College Action

Operationalize the Title III grant as it relates to academic advising.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

Complete the development of an academic advising pilot program for the Ammerman Campus.

Value

Effective academic advisement is correlated with increased student success

Associated IGs: N/A	Associated MIOs: 1.1 & 1.3
SUNY Excels: 12, 13, 15, 17, 18, & 19	Presidential Goals: 1

CAMPUS BASED ACTION PLANS

Campus Action – Ammerman Campus

Accelerated Learning Program (ALP). Students learn writing skills in an intense and extended learning environment in smaller classroom settings. Instead of spacing out their writing courses, students will learn and apply writing skills throughout the semester and continue to work through the college’s writing sequence (ENG 010/ENG 101/ENG 102).

Responsible Executive

Executive Dean - Ammerman Campus

Lead Responsibility

ALP Lead Faculty and the Associate Dean of Academic Affairs

Criteria for Success

The percentage of students retained will increase to 75% as a result of more students completing English 010.

Value

Reducing placement into traditional developmental education courses will lead to increased overall student success.

Associated IGs: N/A	Associated MIOs: 1.3
SUNY Excels: 12, 13, 17, 18, & 19	Presidential Goals: 1 & 6

Campus Action – Ammerman Campus

As part of a proactive advising pilot, four counselors have been designated to work with 25 specific developmental students as a test group. A "Purposeful Intervention" model will be adopted to work individually with these students, employing early-intervention and regular follow-up strategies to increase retention of this population.

Responsible Executive

Executive Dean - Ammerman Campus

Lead Responsibility

Associate Dean of Student Services

Criteria for Success

75% of the test group students will persist into the fall 2016 semester with a course completion rate of 60%.

Value

Effective advisement is correlated with increased student success.

Associated IGs: N/A	Associated MIOs: 1.1 & 1.3
SUNY Excels: 12, 13, 15, 17, 18, & 19	Presidential Goals: 1 & 6

Campus Action – Ammerman Campus

As part of a Financial Aid Early Warning, students will be counseled on the 150% Rule, as well as the appeals process and graduation goals. It is anticipated that students who otherwise might lose their financial aid will be able to avoid doing so.

Responsible Executive

Executive Dean - Ammerman Campus

Lead Responsibility

Associate Dean of Student Affairs

Criteria for Success

There will be a 25% decrease in the number of students who lose financial aid due to the 150% Rule.

Value

Mainlining financial aid availability is correlated with successful student outcomes.

Associated IGs: 5	Associated MIOs: 1.3 & 5.1
SUNY Excels: 13, 15, 17, 18, & 19	Presidential Goals: 1

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 1.3

The College will, during the period 2013-2020, increase the three-year graduation rate of FTFT students to 20% through enhanced engagement with faculty, academic support, and student services.

College Action

As a priority action included in the College Student Engagement Plan, increase the visibility of transfer counselors to work directly with students regarding the entire transfer process.

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

Vice President of Student Affairs

Criteria for Success

Increased student satisfaction with the Transfer Fairs

Value

The action will lead to improvement of the transfer preparation process for students.

Associated IGs: 3 & 5

Associated MIOs: 5.1

SUNY Excels: 1, 2, 5, 8a, 8b, 10, 13, 15, 17, 18 & 19

Presidential Goals: 1, 4, & 6

College Action

Completion of the Student Engagement Plan

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

Vice President of Student Affairs

Criteria for Success

The plan will be completed, approved, and implemented.

Value

The plan will provide a roadmap for improving student outcomes.

Associated IGs: 3, 4, 5, & 6

Associated MIOs: 1.1, 1.2, 3.4, 5.1, & 6.2

SUNY Excels: 1, 2, 5, 8a, 8b, 12, 13, 15, 17, 18, & 19

Presidential Goals: 1 & 6

College Action

Expand internal and external professional development opportunities for faculty at the College throughout the academic year.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Associate Vice President for Academic Affairs

Criteria for Success

1. Develop and offer two Friday professional development events.
2. Develop and offer two professional development opportunities through the Campus TLCs.
3. Implement, assess, and evaluate the E-Learning Faculty Academy
4. Provide opportunities for faculty to attend the Assessment of Learning Outcomes Certificate Program.
5. Ensure that faculty attend the annual MSCHE conference.
6. Ensure that faculty attend the Sloan Online Learning Consortium (OLC) conference

Value

Enhanced professional development opportunities for faculty is associated with greater teaching and learning outcomes

Associated IGs: 4

Associated MIOs: 1.1, 1.2, & 4.1

SUNY Excels: 12, 13, 15, 17, 18, & 19

Presidential Goals: 1 & 6

College Action

Conduct a college-wide assessment of faculty line needs.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Vice President for Academic Affairs, Executive Deans

Criteria for Success

Assessment will be completed and a final report will be sent to the President.

Value

An effective assessment of faculty line needs will ensure that academic programs are equipped to provide exceptional educational opportunities to students.

Associated IGs: 6

Associated MIOs: 1.1, 1.2, & 6.1

SUNY Excels: 23, 24, 25, & 26

Presidential Goals: 4

CAMPUS BASED ACTION PLANS

Campus Action – Michael J. Grant Campus

Design an “Academic Support Center” to foster student success by offering enhanced tutoring services, drop in tables, pilot learning communities, and assessment measures to track success.

Responsible Executive

Executive Dean – Michael J. Grant Campus

Lead Responsibility

Executive Dean/Assistant Dean of Academic Support Services

Criteria for Success

1. Increase student participation in academic support programs by 5%.
2. Increase student retention by 2%.
3. Increase graduation rates by 1%.

Value

Enhancing the academic support programs available to students will increase the likelihood of successful student outcomes.

Associated IGs: N/A

Associated MIOs: 1.1 & 1.2

SUNY Excels: 12, 13, 15, 17, 18, & 19

Presidential Goals: 1 & 6

INSTITUTIONAL GOAL (IG) 2 – COMMUNITY DEVELOPMENT/SOCIETAL IMPROVEMENT

To promote the social and economic development of the community we serve.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 2.1

The College will enhance the local workforce by increasing partnerships with key employment sectors and offering programs to address the employment skills gap in Suffolk County.

College Action

As a priority action included in the College's Student Engagement Plan, develop a pilot program designed to increase partnerships between the College and Long Island industries to offer for credit courses on site.

Responsible Executive

Vice President of Academic Affairs/Vice President of Student Affairs

Lead Responsibility

Associate Vice President for Workforce Development, College Dean for Enrollment Management

Criteria for Success

Five new partnerships will be established.

Value

This pilot will increase and diversify the student population at the College

Associated IGs: 1, 3, 5, & 6

Associated MIOs: 1.3, 2.2, & 5.2

SUNY Excels: 1, 2, 12, 13, 15, 17, 18, & 19

Presidential Goals: 1, 2, & 6

College Action

Develop credit bearing curriculum program focusing on sustainability among appropriate academic departments with multiple career pathways options.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Executive Director for College Sustainability Programs

Criteria for Success

Development of one new credit bearing curriculum

Value

Providing academic programs focused on sustainability will provide greater job and future educational opportunities to students.

Associated IGs: 1	Associated MIOs: 1.1, 1.2, 1.3, & 2.2
SUNY Excels: 1, 2, 5, 8a, 8b, 12, 13, 15, 17 18, & 19	Presidential Goals: 1

College Action

Develop career pathways/credit bearing curriculum between workforce development and appropriate academic departments.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Associate Vice President for Economic Development

Criteria for Success

Development of two new career pathways

Value

Enhancing connections between workforce development and academic programs provides ensures greater academic and workforce preparation for students.

Associated IGs: 1 & 6	Associated MIOs: 1.1, 1.2, 1.3, 2.2, & 6.2
SUNY Excels: 1, 2, 5, 8a, 8b, 12, 13, 15, 17 18, & 19	Presidential Goals: 1 & 2

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 2.2

The College will expand targeted outreach to non-traditional constituents to increase the number of non-traditional students served through continuing education and traditional academic programs.

College Action

As a priority action included in the College Enrollment Management plan, increase the F-1 international student population through development of an outreach plan and partnerships.

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

College Dean for Enrollment Management

Criteria for Success

Increase the population by 5%.

Value

This action will increase and diversify the student population at the College.

Associated IGs: 1, 3, 5, & 6

Associated MIOs: N/A

SUNY Excels: 1, 2, 12, 13, 15, 17, 18, & 19

Presidential Goals: 1 & 6

College Action

Increase the number of non-traditional students served in continuing education.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Associate Vice President for Academic Affairs

Criteria for Success

The number of non-traditional students will increase by 3%.

Value

Increasing the number of students served through continuing education enhances the College's impact on Suffolk County residents.

Associated IGs: 3 & 6

Associated MIOs: 2.1 & 6

SUNY Excels: N/A

Presidential Goals: 1 & 2

College Action

Complete an Applied Learning report for SUNY.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

Complete an assessment of credit policies and institutional practices in preparation of plan submission.

Value

The Applied Learning Report will increase the College's outreach to non-traditional and traditionally underserved populations.

Associated IGs: N/A

Associated MIOs: 2.1

SUNY Excels: 1, 17, 18, & 19

Presidential Goals: 2

CAMPUS BASED ACTION PLANS

Campus Action – Eastern Campus

Expand and enhance the Campus' non-credit ESL course offerings.

Responsible Executive

Executive Dean – Eastern Campus

Lead Responsibility

Executive Dean, Campus Associate Dean for Academic Affairs

Criteria for Success

1. New additional ESL courses will be offered.
2. Enrollment in the courses will increase.

Value

Enhancing the College's non-credit ESL offerings increase access to non-traditional student populations.

Associated IGs: 1, 3, & 6

Associated MIOs: N/A

SUNY Excels: N/A

Presidential Goals: 1 & 6

Campus Action – Michael J. Grant Campus

As a result of thorough review, revision, and recruitment into the HIT, MFT, OTA, Credit ESL, and Business Programs, the campus will experience increased enrollment, greater connection to business and industry, and outreach to non-credit ESL while implementing appropriate assessment tools and expanding the diversity of faculty.

Responsible Executive

Executive Dean – Michael J. Grant Campus

Lead Responsibility

Academic Associate Deans, Associate and Assistant Student Services Deans, Executive Dean

Criteria for Success

Target program enrollment will increase by 15%.

Value

Continued review and revision of academic programs ensures that students are provided with exceptional learning opportunities.

Associated IGs: 1, 4, & 6

Associated MIOs: 1.2, 2.1, 4.1, & 6.1

SUNY Excels: 1, 2, 5, 15, 17, 19, 23, & 24

Presidential Goals: 1, 2, & 6

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 2.3

The College will enhance community enrichment through increased participation in social and cultural events, initiatives, and activities conducted by the College or in partnership with external stakeholders.

College Action

As one of the priority actions included in the College Student Engagement Plan, develop a Presidential Lecture Series to enhance opportunities for student and community engagement.

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

Vice President of Student Affairs

Criteria for Success

Two distinguished speakers will be hosted during the academic year.

Value

Students and the community will engage with distinguished speakers and leaders within their fields.

Associated IGs: 1, 5, & 6

Associated MIOs: 1.3, 2.4, & 5.2

SUNY Excels: 12, 13, 15, 17, 18, & 19

Presidential Goals: 1

CAMPUS BASED ACTION PLANS

Campus Action – Ammerman Campus

A community engagement project (the Observatory Project) will bring the public to campus to participate in the use of the observatory. The intention is to increase community understanding of astronomy, and to spark interest in the sciences among community members and children.

Responsible Executive

Executive Dean - Ammerman Campus

Lead Responsibility

Astronomy faculty and the Associate Dean of Academic Affair

Criteria for Success

Three community events will be held in which "Open Observatory Night" will be held, with anticipated attendance of more than 10 community members at each event.

Value

Encouraging community use of facilities increases the College connection with the community it serves

Associated IGs: 5	Associated MIOs: 5.2
SUNY Excels: N/A	Presidential Goals: N/A

Campus Action – Eastern Campus

Expand the use of Campus facilities by community groups.

Responsible Executive

Executive Dean – Eastern Campus

Lead Responsibility

Executive Dean

Criteria for Success

Community use of campus facilities will be increased by 5%.

Value

Encouraging community use of facilities increases the College connection with the community it serves.

Associated IGs: 3 & 6	Associated MIOs: 2.2
SUNY Excels: N/A	Presidential Goals: 6

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 2.4

The College will expand partnerships with local high schools, school districts, and other higher education institutions to ensure successful and smooth transitions from high school to college.

College Action

Conduct a comprehensive examination of 4-year college and university partnerships.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

- 1. 100% of existing agreements five years or older will be renewed.
- 2. Three new relationships will be established.

Value

Strong higher education partnerships increases future educational opportunities for students.

Associated IGs: 3 & 6

Associated MIOs: 1.1 & 1.2

SUNY Excels: 1, 12, 13, 15, 17, 18, & 19

Presidential Goals: 1

College Action

Decrease the number and percentage of students placed into developmental education at the College through high school early intervention programs.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

The College will reach out to 25% of county high schools to develop programs.

Value

Decreasing the need for developmental placements increases the likelihood of overall student success.

Associated IGs: 1 & 3

Associated MIOs: 1.1, 1.2, & 1.3

SUNY Excels: 1, 12, 13, 15, 17, 18, & 19

Presidential Goals: 1

College Action

Increase the number of credits taken by students in our high school programs.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

Credits taken at the College by high school students will increase by 2%.

Value

Increasing the number of credits taken by high school students affirms the College's commitment to effectively serving a diverse population of students

Associated IGs: 3

Associated MIOs: 2.2

SUNY Excels: 1

Presidential Goals: 1 & 2

INSTITUTIONAL GOAL 3 – ACCESS AND AFFORDABILITY

To provide access to higher education by reducing economic, social, geographic, and time barriers.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 3.1

The College will improve access by developing needed facilities and reducing geographic barriers associated with campus structures and topography through the implementation of the Capital Program as evidenced by specific project completion each year.

CAMPUS BASED ACTION PLANS

Campus Action – Michael J. Grant Campus

Design and Construction of a new STEM Facility: In consultation with College constituents prepare a phase 1 building document for a new STEM faculty incorporating new academic programs, Maker Labs, Fab Labs, and research partnerships with Stony Brook University and local business and Industry.

Responsible Executive

Executive Dean – Michael J. Grant Campus

Lead Responsibility

Executive Dean / College Director of Facilities and Project Management

Criteria for Success

1. Complete the phase I document.
2. Have a academic (credit/noncredit) plan prepared and submitted to the President.
3. Complete a RFP for the hiring of an architect.

Value

The new facility will provide state of the art facilities and an advanced teaching and learning environment to the faculty and students while preparing students for innovative professions.

Associated IGs: 1 & 2

Associated MIOs: 1.3 & 2.1

SUNY Excels: 1 & 2

Presidential Goals: 1, 2, & 6

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 3.2

The College will reduce the economic barriers to higher education by maximizing institutional efficiencies in order to minimize increases in College operating costs, as evidenced by the budget.

College Action

Decrease the accounts receivable by transitioning from the use of one collections agency to two.

Responsible Executive

Vice President for Business and Finance

Lead Responsibility

Associate Dean of Financial Affairs

Criteria for Success

Both agencies will be fully integrated into the College system and there will be an increase in the amount collected.

Value

Increased remittances, decreased accounts receivable, and increased retention.

Associated IGs: 1 & 4

Associated MIOs: 1.2, 1.3, & 4.1

SUNY Excels: N/A

Presidential Goals: 1 & 4

College Action

Fully implement the SharkMart e-procurement system.

Responsible Executive

Vice President for Business and Finance

Lead Responsibility

Administrative Director of Business Operations

Criteria for Success

1. Implementation of initial e-procurement setup and rules and roll out of the online catalog
2. Implementation of a contract module
3. Implementation of the electronic bidding process

Value

Increasing the efficiency and transparency of the College's purchasing process

Associated IGs: 4

Associated MIOs: 4.1

SUNY Excels: N/A

Presidential Goals:

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 3.3

The College will reduce the economic barriers to higher education associated with limited financial aid by increasing the number of applications for and awards of both merit and need-based scholarships, as evidenced by Foundation update reports, by Fall 2020.

College Action

Develop alumni volunteer opportunities in support of Student Success.

Responsible Executive

Executive Director of SCC Foundation

Lead Responsibility

Executive Director; Director of Alumni Relations

Criteria for Success

Solicit alumni in support of student academic achievement opportunities (philanthropic support and participation in student activity programs) to the increase alumni volunteer base by 5%.

Value

This initiative will increase contributions to the College through volunteer time, gifts-in-kind and financial resource to support student success

Associated IGs: 1 & 2

Associated MIOs: 1.1, 1.2, 1.3, 2.1, & 2.4

SUNY Excels: 36

Presidential Goals: 1 & 6

College Action

Increase the number of scholarships available and awarded to students.

Responsible Executive

Executive Director of the SCC Foundation

Lead Responsibility

Director of Development, Director of Alumni Relations, Assistant Director of Development

Criteria for Success

Increase scholarship resources by 10%.

Value

Increased student scholarships will result in increased affordability of college.

Associated IGs: N/A

Associated MIOs: N/A

SUNY Excels: 1, 8a, 8b, 12, 17, & 35

Presidential Goals: 1 & 6

College Action

As one of the priority actions included in the College Student Engagement Plan, transition from the Stay on Long Island to the Stay in New York State Initiative.

Responsible Executive

Vice President of Student Affairs

Lead Responsibility

Vice President of Student Affairs

Criteria for Success

Five new non-Long Island higher education partnerships will be established.

Value

Increased funded transfer opportunities for students

Associated IGs: 1, 5, & 6	Associated MIOs: 1.3, 2.4, 4.1, 5.2, & 6.2
SUNY Excels: 1, 2, 5, 8a, 8b, 12, 13, 15, 17 18, & 19	Presidential Goals: 1

College Action

Pursue additional National Science Foundation Resource Development

Responsible Executive

Vice-President for Planning and Institutional Advancement

Lead Responsibility

College Associate Dean for Grants Management

Criteria for Success

1. Successful submission of the S-STEM grant proposal prior to the end of the year.
2. Completion of phase 1 of the ATE Regional Center Pursuit project.

Value

These efforts will increase access and affordability to a college education for traditional and non-traditional students for the purposes of ensuring student success and community development.

Associated IGs: 1, 2, & 6	Associated MIOs: 1.1, 1.2, 1.3, 2.1, 2.2, 2.4 5.1, & 5.3
SUNY Excels: 1, 2, 8a, 8b, 10, 12, 13, 15, 17 18, 19, & 32	Presidential Goals: 1, 2, & 6

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 3.4

The College will reduce social, geographic, and time barriers to academic success through the enhancement of online, web and/or mobile academic and student support by increasing the availability, accuracy and currency of courses, applications and content, as well as the ease and convenience of delivery.

CAMPUS BASED ACTION PLANS

Campus Action – Michael J. Grant Campus

Redesign of intake process of students enrolling at the campus including redesigning how students move from admissions, testing, counseling, registration, financial aid and bursar to foster student enrollment and completion.

Responsible Executive

Executive Dean – Michael J. Grant Campus

Lead Responsibility

Executive Dean / Associate Dean of Student Services / Assistant Deans of Student Services

Criteria for Success

Increase student satisfaction of the intake (enrollment) process

Increase the yield of students who apply and actually register and pay by 3%

Value

Enhancing the intake process will create a better enrollment process for students

Associated IGs: 1	Associated MIOs: 1.1., 1.2, 1.3, 3.1, 3.2, & 3.3
SUNY Excels: 12, 13, 15, 17, 18, & 19	Presidential Goals: 1

INSTITUTIONAL GOAL 4 – INSTITUTIONAL EFFECTIVENESS

To monitor and assess the performance of the institution to ensure continuous improvement in achieving the mission, vision and goals of the college.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 4.1

All divisions, departments, programs, services and units of the College will, through the implementation of an integrated planning system, monitor and assess outcomes, and communicate evidence that assessments have been used toward continuous improvement in achieving the College’s mission, vision, and goals during the period 2013-2020.

College Action

Ensure compliance with Title IX through training and the development, dissemination, and communication of procedures, policy, and expectations

Responsible Executive

College General Counsel

Lead Responsibility

Chief Diversity Officer/Title IX Coordinator, Title IX Deputies

Criteria for Success

Policy revisions will comply with applicable state and federal Title IX regulations and statutes.

Value

The implementation of a revised, compliant policy will ensure equal opportunities to a diverse population of faculty, staff, and students.

Associated IGs: 1, 2, 3, 5, & 6

Associated MIOs: 1.1, 1.2, 1.3, 2.2, 2.4, 3.3
5.1, 5.2, 6.1, & 6.2

SUNY Excels: 2, 8a, 8b, 10, 12, 13, 15, 17
18, 19, 24, & 28

Presidential Goals: 1, 4, & 6

College Action

Comprehensive evaluation of Academic Affairs operations

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

Vice President for Academic Affairs, Associate Vice President for Academic Affairs, College Dean of Instruction, Associate Dean for Curriculum Development, Assistant Dean for Curriculum Development

Criteria for Success

- 1. Complete policy and procedures manual for Academic Affairs.
- 2. Create communication protocols.
- 3. Review, revise, and implement an effective program review process.
- 4. Establish an effective catalog revision process.
- 5. Review, assess, and revise, as necessary, job descriptions and organizational charts.

Value

Comprehensive review of operations in Academic Affairs will ensure better support to the College and academic departments.

Associated IGs: 5	Associated MIOs: 5.1 & 5.2
SUNY Excels: N/A	Presidential Goals: 1 & 4

College Action

Institutional learning outcomes (ILOs) will be revised, mapped, and assessment plans developed

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Dean of Instruction

Criteria for Success

- 1. ILOs will be revised and approved
- 2. ILOs will be incorporated into curriculum maps
- 3. Appropriate assessments will include ILOs

Value

Revision and adoption of institutional learning outcomes will communicate what knowledge, skills, and dispositional changes are expected of SCCC graduates.

Associated IGs: 5	Associated MIOs: 5.1
SUNY Excels: N/A	Presidential Goals: 4

College Action

Resolve program integrity as it relates to SUNY and SED expectations and registration issues.

Responsible Executive

Vice-President for Academic Affairs

Lead Responsibility

College Associate Dean for Curriculum Development

Criteria for Success

100% of issues will be resolved.

Value

Addressing these issues will ensure compliance and more accurate communication regarding College programs.

Associated IGs: 5	Associated MIOs: 5.1
SUNY Excels: N/A	Presidential Goals: 4

College Action

The Office of Planning and Institutional Effectiveness will fully implement the use of the College's Federal Compliance Database. This database, populated by information from the Higher Education Compliance Alliance, contains more than 250 separate regulations that the College must respond to. The Office will work with cabinet members and their teams to complete the project.

Responsible Executive

Vice President for Planning and Institutional Effectiveness

Lead Responsibility

Executive Director for Planning and Institutional Effectiveness, Cabinet Members

Criteria for Success

100% of the statutes will be addressed with an indication of whether the statute is relevant and appropriately addressed by institutional policies and procedures.

Value

The College must maintain compliance with applicable system, state, and federal regulations.

Associated IGs: 5	Associated MIOs: 5.2
SUNY Excels: N/A	Presidential Goals: 4

INSTITUTIONAL GOAL 5 – COMMUNICATION

To promote transparent and effective communication within the college community and between the college community and external constituencies.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 5.1

Each year during the period 2013-2020, the College will, through written, electronic and face-to-face communication, issue college-wide communication to administrators, faculty, staff, and students in order to promote effective internal communication. In addition, each campus will develop methods to deliver and receive departmental and divisional input about their mission-related activities.

College Action

Enhance the efficiency and effectiveness of the College's budget request process.

Responsible Executive

Vice President for Business and Finance

Lead Responsibility

Vice President of Business and Finance, Associate Dean of Financial Affairs

Criteria for Success

Increased communication with all budget officers regarding during the budget request process and increased alignment of requests to the budget rubric.

Value

This process is designed to enhance the College's ability to ensure that resource allocation is consistent with the institutional planning goals and priorities.

Associated IGs: 3 & 4

Associated MIOs: 3.2 & 4.1

SUNY Excels: N/A

Presidential Goals: 3 & 4

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 5.2

Each year during the period 2013-2020, the College will, through written, electronic, and face-to-face communication issue information to external constituents and stakeholders about College and student initiatives and accomplishments, as well as community outreach programs, in order to promote the value the College brings to Suffolk County and its citizens.

College Action

Increase alumni engagement in support of the College’s Mission. (IGs 1, 2, 3, 5)

Responsible Executive

Executive Director of SCC Foundation

Lead Responsibility

Executive Director; Director of Alumni Relations

Criteria for Success

- 1. Provide College updates to alumni groups through electronic, in-person, telephone, and written efforts.
- 2. Increase electronic communication through dedicated alumni emails by 5%.

Value

Promoted the value the College brings to Suffolk County and its citizens while increasing alumni awareness of existing scholarship recipients and opportunities to donate.

Associated IGs: N/A	Associated MIOs: N/A
SUNY Excels: 36	Presidential Goals: N/A

College Action

Expand efforts to identify the success of College marketing efforts

Responsible Executive

Vice-President for Planning and Institutional Advancement

Lead Responsibility

College Associate Dean for Institutional Advancement

Criteria for Success

Completion of both quantitative and qualitative research efforts to better understand the impact of marketing.

Value

By understanding the impact of marketing, the College will be in a better position to ensure the effectiveness of its communication.

Associated IGs: N/A	Associated MIOs: 5.1
SUNY Excels: N/A	Presidential Goals: 5

College Action

Develop an Institutional Advancement website.

Responsible Executive

Vice-President for Planning and Institutional Advancement

Lead Responsibility

College Associate Dean for Institutional Advancement

Criteria for Success

The website will be operational before the end of the year.

Value

The new departmental site will strengthen internal and external communications through quality control.

Associated IGs: 4 & 5	Associated MIOs: 4.1 & 5.1
SUNY Excels: N/A	Presidential Goals: 5

INSTITUTIONAL GOAL 6 – DIVERSITY

To reflect the ethnic, demographic, and economic composition of Suffolk County.

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 6.1

Each year during the period 2013-2020, the College will foster and demonstrate measurable improvement in decreasing ethnic disparities within its instructional and non-instructional faculty and staff for pan-cultural groups.

College Action

Provide training and materials and conduct outreach for search committees to enhance the diversity of the applicant pools.

Responsible Executive

College General Counsel

Lead Responsibility

Chief Diversity Officer, AVP of Employee Relations, Executive Deans

Criteria for Success

1. Improved diversity of applicant pools, finalist pools, and hires (racial/ethnic/women/veterans/individuals with disabilities - as per affirmative action regulations).
2. Increase in the percentage of underrepresented groups at three different stages of the selection process (all applicants, recommended finalists, recommended hire) based upon targeted increases by type of job and labor availability data.

Value

By diversifying the applicant pools, the College continues to strive towards a more diverse environment that ensures greater representation of the diversity of the county and state

Associated IGs: 1, 3, & 5

Associated MIOs: 4.1

SUNY Excels: 24 & 28

Presidential Goals: 4 & 6

MEASURABLE INSTITUTIONAL OBJECTIVE (MIO) 6.2

Each year during the period 2013-2020, the College will decrease achievement disparities among pan-cultural groups and across socioeconomic groups by developing partnerships and approaches aimed at decreasing the need for developmental education, improving the rate of persistence Fall-to-Spring for first-time, full-time freshmen, and improving graduation and transfer rates for these populations.

College Action

By the end of the year, complete and implement an approved College-wide Diversity Plan.

Responsible Executive

College General Counsel

Lead Responsibility

Chief Diversity Officer

Criteria for Success

The plan will be developed, approved, and implemented.

Value

The plan will assist the College in ensuring that the faculty, staff, and students reflect the diversity of Suffolk County.

Associated IGs: 1, 3, & 5

Associated MIOs: 1.1, 1.2, 1.3, 5.1, 5.2, & 6.1

SUNY Excels: 1, 2, 8a, 8b, 10, 12, 13, 15
17, 18, 19, 24, & 28

Presidential Goals: 1 & 6