



**UPDATE ON INITIATIVES FOR 2007-08 AND PLANS FOR 2008-09**

<b>Initiative Description</b>	<b>Update</b>	<b>Plans for 2008-09</b>
<p><b>Accreditation Self Study.</b> Skyline College underwent its self-study and during academic years 2005/06 and 2006/07. Our rigorous self study included identifying planning agenda items for the next five years. The college’s self-study report for reaffirmation of accreditation was submitted in August 2007 to the accrediting commission (Western Association of Schools and Colleges/Accrediting Commission for Community and Junior Colleges or ACCJC).</p>	<p>The ACCJC site visit took place in October 2007. In January 2008 the ACCJC reaffirmed Skyline’s accreditation. There were six college commendations from the visiting team and five college recommendations. The college began work on those and on our own self-identified planning agendas. Our next report on team recommendations to the college is due in fall 2010. A report from all three colleges on the district-wide recommendations is due in fall 2009.</p>	<p>We will continue work on the visiting team’s recommendations and our own planning agendas.</p>
<p><b>Basic Skills (College Success) Initiative.</b> A new state wide effort is underway to improve basic skills success in California community colleges, supported by some additional funding provided by the state. The state Chancellor’s Office released a new annual accountability report that contains trend data on basic skills success and improvement rates along with other student performance measures.</p>	<p>Skyline’s work in 2007-08 built upon our First Year Experience project and included an extremely thorough assessment of our current basic skills approaches and development of extensive plans for the future. About 75 Skyline people were involved in the development of our plans. A Steering Committee and a broadly constituted Coordinating Committee were designed to guide the project.</p>	<p>We will convene the committees will be convened in the fall. Meanwhile the implementation of plans is under way. A student welcome day entitled “Achieving Success: Let’s Get Started: A Welcome Day at Skyline” will be offered on August 16, 2008. The Counseling Division is developing a workbook to accompany the newly revised college orientation course, Career 410: College and Career Awareness; the course will be piloted in the Spring 2009. The</p>

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		<p>Outreach team will continue its work, including lining up student ambassadors for the fall. All of the faculty and staff development components will move forward including fall Faculty Inquiry Groups (FIG) and Teachers Teaching Teachers (Three-T). A Counseling Summer Institute will be held in Summer 2009 to look at best practices for working with first year students, including case management and learning community models. Work on the planning of a Skyline Middle College High School will continue, under the auspices of both Basic Skills and a state-funded grant, in collaboration with Jefferson High School for a fall 2009 opening.</p>
<p><b>Facilities Master Plan.</b> The Facilities Master Plan identifies the facilities needed to support the college vision and mission. It led to a Capital Improvement Program including both renovation and new construction. Renovation work will include Building 1 (Creative Arts and Social Science and the Main Theater), the Child Development Center, and completion of the renovation of Building 2 (Student Services) to house some One Stop functions and the Telecommunications program and minor work in other areas. The new construction and the Sitework were combined into a single “design/build” project. It will include Building 4 (Cosmetology program,</p>	<p>In the fall of 2007, Hensel Phelps Construction Company was selected to execute the design/build part of the college’s Capital Improvement Program. Planning for other work also began (e.g. Building 1 renovation; Building 2 Third floor renovation; some Building 5 modifications which have surfaced in relation to the design/build project and other issues of building aging).</p>	<p>Ground breaking for new Buildings 4 and 11 is expected in early winter and construction will take about a year for Building 11 and a couple of years for Building 4. Detailed planning for the renovation work will be done during the fall and winter and some of it will begin during this academic year.</p>

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Multicultural Center, Administrative offices and nine new general classrooms); Building 11 (Automotive Transmission); sitework and parking lots; and infrastructure work.		
<b>First Year Experience.</b> Skyline was selected to participate in the national Foundations of Excellence in the First College Year in summer 2006. The process encompassed a college task force that began with an audit of the college's existing first year experience and continued with an evaluation process using the Foundational Dimensions and related performance indicators. The process culminated in an action plan which includes such elements as adopting a statement of philosophy to guide our work with first year students; creating institutional structures that promote first year student success; clarifying policies and processes that engender smooth transitions and strong connections for first year students; enhancing the diversity of faculty, staff, programs, and curriculum; and implementing a research agenda that evaluates the progress and success of first year students.	The action plan was entered into the college's governance process in 2007-08. The subsequent work called for in the recommendations was incorporated into the Basic Skills Initiative.	The integrated plans of the First Year Experience and the Basic Skills Initiative are now called the College Success Initiative. (See above under Basic Skills Initiative for more details.)
<b>Equity and Diversity Initiative.</b> The college's SEED Committee (Stewardship for Equity, Equal Employment and Diversity) has a broad charge in relation to the college's diversity efforts, including to support and promote educational initiatives that result in intercultural awareness and	Efforts in the 2007-08 year focused on supporting and coordinating the college's numerous diversity events. In July 2008 a Staff Assistant was moved from the President's Office to the Office of Student Activities in order to allow the Coordinator there to work with the	We will take advantage of the stronger linkage between SEED and our Office of Student Activities this year. We will consider the Student Equity Committee proposal through our shared governance process.

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<p>respect for diversity in students, faculty and staff. One part of that effort was to bring an even sharper focus to the role of diversity in our educational environment by means of a two day event in the spring of 2006-07. The event was intended to provide a strong foundation for a longer term, even broader diversity initiative. The first year effort was completed with the successful “Who Are We—Fascinating Rhythms” series of lectures and performances.</p>	<p>Diversity Coordinator to further enrich and expand the college’s diversity efforts. A proposal to create a Student Equity Committee to replace the Student Access and Success Committee was entered into the college’s governance process.</p>	
<p><b>Fresh Look Project.</b> The Fresh Look Project began in spring 2005 and involved a close look at all of the ways Skyline College communicates with its students and the world—signage, publications such as the catalog, class schedule, flyers and posters, and the website. Professional marketing assistance was engaged to assist with the Fresh Look Project along with an advisory group which serves as a shared governance body providing continuous direction and input. The new logo was selected, design standards were created, and the redesigned class schedule was published.</p>	<p>The redesign of the website was begun in 2007-08 with assistance from the Website Redesign Task Force. Our goal is to create a rich and engaging website, based on research that conveys the spirit of Skyline. The website will feature increased readability, browsability and searchability with dynamic content and functionality. Dynamic graphic web site designs have been chosen, and will be used in each of the areas designed for different types of visitors, or “PODs. POD’s allow us to create custom web environments for each of our audiences: Current students, High School students, Future students, Online students and Community and Business</p>	<p>We will ensure their accessibility to people with disabilities by testing web site templates for “508 compliance.” Servers will be prepared, and the site will be built by the District ITS team. OmniUpdate, a content management system (CMS) piloted on the district web site, will allow the information management of the new website to be very user-friendly. Our goal is to soft-launch the new web site (while keeping the old site up simultaneously for some time) at the end of the fall semester. We will undertake a redesign of the catalog and the student handbook as well.</p>
<p><b>Outreach, Recruitment and Retention</b> (formerly called Enrollment Management). Enrollment management is an organized effort by a college to influence student</p>	<p>The Institutional Planning Committee converted the inventory of the college’s enrollment efforts into an Enrollment Management Plan. Outreach efforts</p>	<p>We will expand concurrent enrollment at the high school sites, continue development of a more comprehensive distance education program and implement new certificate and</p>

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<p>enrollments. It is linked to strategic planning, supported by research and implemented through recruitment efforts, admissions, financial aid, transfer and career services and retention strategies. Skyline has expanded its outreach efforts to include events at the South San Francisco Community Center and at the Serramonte mall. Concurrent enrollment was expanded through the district wide Futures Project, resulting in many additional high school students registered for Skyline classes in fall 2007. In spring 2007, the Institutional Planning Committee undertook a thorough inventory of the college's efforts in enrollment management using a Noel Levitz assessment tool.</p>	<p>continued to be enhanced. Concurrent enrollment classes were offered at the high schools in our service area. Aggressive enrollment management stopped a slight downward trend in enrollment over the prior few years and reversed it to achieve a 7% increase in FTES in the 2007-08 academic year. Summer 2008 FTES is up over 20% and the fall FTES is looking very strong as well.</p>	<p>degree programs in Logistics and Photovoltaics (Solar). We will implement the Outreach Plan developed during the BSI assessment and planning processes. We will also develop additional outreach and marketing tools such as the Skyline College View Book. We will continue use of the Waitlist and incorporate the resulting information in scheduling planning process.</p>
<p><b>Resource Development.</b> The cost of innovating and sustaining programs, services, events and outreach activities all demand a level of funding that is currently unobtainable. Consequently, Skyline embarked on an effort to increase support through such external resources as fundraising efforts, grant development, fee-based use of College facilities and creation of an alumni association. Donations (gifts and 3 year pledges) for the President's Innovation Fund increased from \$49,473 in 2006 to \$77,775 in 2007. Scholarship awards increased from \$61,711 in 2006 to \$92,111 in 2007.</p>	<p>The 2008 President's Breakfast raised \$77,850. More than 100 students received scholarships in Spring 2008, for a new total of more than \$125,000 in scholarship awards. The foundation was reshaped and staffed to dramatically increase its fund raising capability. A first-ever Skyline Alumni Mixer was held in February with the goal of increased alumni attendance at the President's Breakfast. Skyline College was awarded four Economic and Workforce Development Grants totaling over one and a half million dollars. Silicon Valley Community Foundation awarded \$33,150 for expansion of the</p>	<p>We will continue to increase the innovation funding raised by the President's Breakfast. We will collaborate with the district office in district wide grant seeking and with the Foundation's fundraising efforts and identify specific college needs. We will also expand contract education efforts and pursue additional grants.</p>

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	Hermanos Program. All of these efforts combined with existing grant funding total over \$2 million.	
<p><b>SLOAC (Student Learning Outcomes Assessment Cycle).</b> During the 2005/06 academic year the SLOAC committee was formed to organize and implement a process for student learning outcomes and assessment at Skyline College. The committee developed, trained, piloted and implemented a proprietary approach to student learning outcomes and assessment. In keeping with the College's mission to foster student learning, the SLOAC process ensures that student learning outcomes are at the center of its key processes and allocation of resources through a process of continuous assessment of student learning.</p>	<p>The college has adopted institutional level SLOs, and developed many course level SLOs and assessment plans. The college provided training in assessment and the SLOAC Committee worked closely with many faculty and staff to develop and implement their SLOs and assessments. Currently more than half of the courses at Skyline have defined SLO's.</p>	<p>We will continue the training for faculty and staff in the SLOAC approach to student learning outcomes and implement the process across the curriculum. We will continue the work on defining SLO's for all Skyline College courses and programs and defining and implementing assessment plans.</p>