

Strategic Direction #1

• Thoughtfully prepare our organization and our people for changing and dynamic times.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing	Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Administrative Services	Ron Laher	6	1.1	AS091106	Explore professional development opportunities.	Create a plan for intergrating opportunities within each ADS budget.	FY 2009	Dixie Kroenlein All administrative services personnel	Human		Set annual calendar of meetings & events Self report to team leader 100% participation
Facilities	Ron Laher	8	1.1	FA091108	Professional development opportunities - educating on type & amount of schooling & workshops	<ul style="list-style-type: none"> Attending more workshops, schooling & conventions concerning custodial, maintenance & grounds dept. Find a way to attend 	By June 30, 2009	Robbie Kipp Keith Jarvis Pat Eilert Eme Escamilla Jim Britton Don Snyder Michael Norton Tracy Benson	Human \$5,000 - \$10,000 per year		The accumulation of info on all workshops & schooling Attending as many as possible That we have reservations for all workshop & schooling for the next 5 years & beyond

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Learning Academic Division-Arts, Humanities, and Behavioral Sciences	Richard Holcomb		1.1	LH0911	Revamp current professional development system & policies	<ul style="list-style-type: none"> Substantial revision of categories & opportunities for professional development Frame professional development in terms of EWC as a learning institution Allow for individualized consideration as far as benefits Cross train staff so all may take sabbaticals 	FY 08/09	Faculty council, Staff representation, Richard Holcomb			Less turnover among staff & faculty Revised policies Number of PDUs granted Cross train staff so sabbaticals are possible Decrease turnover as a method of retaining staff & faculty Increase quality of employees
Learning Academic Division-Arts, Humanities, and Behavioral Sciences	Richard Holcomb		1.1	LH0911	All EWC staff, faculty, administration will successfully complete (1) job related activity & (1) educational enrichment or life long learning activity per year	<ul style="list-style-type: none"> Provide opportunity, coverage, funding, scheduling Offer more in-house at EWC 	FY 2009	Community Education, Richard Holcomb, PDU committee, Faculty council, all supervisory personnel			Track who & amount of time Evaluate range of experiences Follow up on implementation or job enrichment Evaluate satisfaction

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Learning Academic Division- Business and Technology	Richard Holcomb		1.1	LB0911	Balance, distribute, reallocate workloads	<ul style="list-style-type: none"> Analyze individual workloads Mentoring of new employees Re-allocate 	2008-2009	Faculty council, VP for Learning, VP for Financial Affairs, VP for Student Services			Employee satisfaction survey (time to complete the survey) Student satisfaction survey Higher morale Less turnover
Learning Academic Division- Business and Technology	Richard Holcomb		1.1	LB0911	Establish professional development process that encourages individual & institutional growth	<ul style="list-style-type: none"> Review & revise current policy Establish committee to reform or revise Review budgets? Separate salaries for PDU Establish accountability for professional development Allow individual applying to decide what is relevant to their discipline 	Fall 2008	Marilyn Cotant, Dee Ludwig, Tom McDowell, Richard Holcomb, Faculty Council			New policy by Fall 2008, budget reflects changes Job satisfaction, growth by individuals & institution

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Learning Academic Division- Business and Technology	Richard Holcomb		1.1	LB0911	Keep faculty educated, updated, one step ahead	<ul style="list-style-type: none"> • Continue education • Funding & time off for education • Hire adjunct to cover classes • Training time for replacement 	Immediately	VP for Learning, PDU committee, Faculty Council			Request for PDU's Faculty utilization Higher student achievement
Learning Academic Division- Business and Technology	Richard Holcomb		1.1	LB0911	Align salaries with comparators	<ul style="list-style-type: none"> • Research comparators • Identify funding sources (grants, state mill levy) 	2008-2009	Board of Trustees, Human Resources, Faculty Council			Salaries meet or exceed comparators Competitive with marketplace (K-12 schools, community colleges) Competitor salaries

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Learning Academic Division- Business and Technology	Richard Holcomb		1.1	LB0911	Increase the percentage of employees who participate in professional development opportunities	<ul style="list-style-type: none"> • Provide funding • Provide release time • Provide a variety of choices • Provide salary incentive • Provide a substitute pool • Provide research opportunities for merging technologies • Provide an application process through the annual review 	Annual employee review	All employees/departments Individual employees from all departments Administration			<p>Workload hours spent in Professional Development Money spent in Professional Development Qualitative measurements by surveys Survey of employees participating</p> <p>Increased participation which leads quality employees and translates to better programs and quality students</p>

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Learning Academic Division- Sciences	Richard Holcomb		1.1	LS0911	Encourage continuing education/enrichment opportunities	<ul style="list-style-type: none"> Review and revise/establish policies for: Time allotment Adequate Funding Recognition and incentives Establish opportunities/vehicles for: communication collaboration determining needs and choices 	March 1, 2008 - May 1, 2008	VP for Learning, Faculty Council, VP for Institution Effectiveness			<p>Percentage of employees participating in enrichment opportunities Establishment and implementation of reviewed and revised policies</p> <p>Implementation in classroom and funding</p>
Learning Outreach	Richard Holcomb and Connie Woehl		1.1	LO0911	Professional development conference on yearly rotation among faculty and staff	<ul style="list-style-type: none"> Dennis Misurell is up on the rotation schedule Dennis Misurell chooses conference Release time if not in summer Presentations to appropriate faculty group 	Complete by Dec. 2008 Presentations - sometime in Spring 2009 semester	Connie Woehl, Dennis Misurell			<p>Conference attended Ideas learned incorporated into classes Presentations to content faculty</p> <p>Implementation of new concepts Student evaluations showing improvement</p>

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Student Services	Marilyn Cotant	1	1.1	SS091101	Encourage professional development at all levels and increase opportunities to attend national conferences and other educational activities for college faculty & staff	<ul style="list-style-type: none"> • Schedule workshops, etc. at times that work for food service workers & others • Offer workshops beneficial for specific departments • Offer times that don't conflict with important duties • Keep all staff informed of all professional and educational opportunities • Make these opportunities available in an equitable manner 	April 2008 & ongoing	Team of representatives from all staff Sue Schmidt Kellee Gooder Pam Palermo	Human Money from each budget		95% of participation by EWC faculty & staff Provisions of learning opportunities for all EWC faculty and staff

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Student Services	Marilyn Cotant	8	1.1	SS091107	Full-time employees with assistant coaching responsibilities (1/4 time assignment) - women's basketball, volleyball, men's basketball, rodeo	<ul style="list-style-type: none"> In combination with Academic, Student Development, Administration positions + 1/4 time assistant coaching to equal full-time position (intramurals, student activities, athletic training, sports information director, teaching, recruiting) 	April 1, 2008 - advertise internally April 15, 2008 - internal interviews May 1, 2008 - external advertising May 15, 2008 - external interview August 1, 2008 contract	Personnel, Student Development, Instruction, coaches	Human \$_____		Development of job description Advertise Form interview committee Conduct interviews Selection, then hire Full-time employees hired

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Facilities	Ron Laher	1	1.2	FA091201	Develop effective communication among our department	<ul style="list-style-type: none"> • Putting messages on a board • Being told directly • Emailed • Easily understood instructions • Customer service survey • Interstaff communication • Arrange times for instructions 	Immediately - December 2008	Ron Laher Keith Jarvis Pat Eilert Jim Britton Don Snyder J.R. Gutierrez Annette Godby Daniel Britsch	Human		<p>When communication is being communicated</p> <p>When nobody is not getting messages that were mixed or not given</p> <p>Positive monthly surveys</p> <p>Clear, understandable instructions</p> <p>No complaints</p> <p>Everybody is getting the job done without problems</p> <p>Efficient department</p> <p>Requests get to us in an efficient and timely manner</p>
Institutional Effectiveness Accomplishing	Dee Ludwig	6	1.2	IE091206	Plan and facilitate annual strategic planning	<ul style="list-style-type: none"> • Arrange dates, times, & location for forums • Supply all materials needed for forums • Work with facilitators to present forums • Provide help & directions to others 	February - April 2009	Dee Ludwig, Lynn Wamboldt, Kim Russell	Human \$8,000	N	<p>Feedback from others on process</p> <p>Evaluation by others on process</p> <p>Strategic Plan in place, process worked well</p>

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Institutional Effectiveness Accomplished for Institutional Effectiveness	Dee Ludwig	7	1.2	IE091207	Improve communication within & between departments	<ul style="list-style-type: none"> • Provide all personnel with the Strengths Finder book • Have every employee take the Strengths Finder Assessment • Read about the different strengths and the ways to best communicate with the personnel who possess those strengths 	December 2007 & Ongoing	Leadership Team	Human \$?	N	Completion rate of assessment Survey at Fall In-Service to employees asking their opinion as to worth and application of assessment
Administrative Services	Ron Laher	1	1.3	AS091301	Review/reformat job descriptions	<ul style="list-style-type: none"> • Compare job duties to current job description on file in Human Resources • Check for completeness • Check with use of new format 	July 1, 2008 - Dec. 31, 2008	Ron Laher Karen Parriott Dixie Kroenlein Kay Gardner Suzanne Andrews Sally Mason	Human		--- All job descriptions up-to-date & in correct format

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Administrative Services Accomplished	Ron Laher	8	1.3	AS091308	Upgrade Karen Parriott's position from Business Office Coordinator to a level at par with her statewide peers	<ul style="list-style-type: none"> • Update last year's justification • Oversee the approval process • Re-write position description 	ASAP to be effective July 1, 2008	Ron Laher	Human \$9,749/yr. #11 on Budget		--- Employee is compensated fairly
Administrative Services Accomplished	Ron Laher	11	1.3	AS091311	Hire a purchasing agent to handle all aspects of bids, vendor selection & inventory control	<ul style="list-style-type: none"> • Create job description (check with other colleges) • Obtain approval from Leadership Team & President • Advertise position • Interview candidates • Select candidate • Have Ron train candidate on bid policies & processes 	Position filled by June 1, 2008	Ron Laher Karen Parriott HR Office Leadership Team President	Human \$67,091/yr. #12 on Budget		--- Centralized/standardized procurement procedures Increase efficiency of Business Office operations
College Relations	Tami Afdahl	6	1.3	CR091306	Implement project management software	<ul style="list-style-type: none"> • Create project assignment template • Timelines • Rules of engagement 	March - April 2008	Kim Jones College Relations	Human Technology \$300.00		Jobs coming to College Relations well before needed back No back log Everyone is happy

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Facilities Accomplished	Ron Laher	6	1.3	FA091306	Develop custodial merit pay system	<ul style="list-style-type: none"> Brainstorming sessions to develop benchmarks Develop a grading scale Consult with Dee Ludwig about scale & pay 	Dec-08	James Goodro Michael Norton Keith Jarvis Annette Godby Robbi Kipp	Human \$16,155/yr.		Student & faculty satisfaction sheets Attendance Improved team work When upkeep of buildings Attendance is improved

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Facilities Partial Accomplished	Ron Laher	7	1.3	FA091307	Implement electronic work order/CMMS software	<ul style="list-style-type: none"> • Determine desired features & functions • Research various packages that are available • Obtain information & recommendations from colleagues • Set budget target & secure approval of funding • Appoint campus committee to evaluate proposals • Issue RFP or buy desired choice directly • Formulate training & implementation plan • Establish schedule for implementation 	FY 2009	Keith Jarvis Pat Eilert Eme Escamilla	Human \$50,000 One-time funding and \$3000-7000/yr. maintenance fee \$5,390 Service Fee 10/31/09 \$1,925 Training		--- More reliance on technology to streamline an inefficient process

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Human Resources	Lynnea Bartlett	2	1.3	HR091302	Develop & review personnel policies	<ul style="list-style-type: none"> • Lynnea & Tom or hired consultant revise policies to reflect Board directives & President directives • Leadership Team review • Legal review • Employee review • Implement changes • Publish policies • Educate employees 	2008-2009	Lynnea Bartlett Tom McDowell Leadership Team Lawyer Employees Board	Human		<p>Policies are rewritten & Board approves</p> <p>Board adopts revised changes</p>
Human Resources	Lynnea Bartlett	3	1.3	HR091302	Review & establish full-time & part-time salary schedules that place EWC salaries at market rates & insure internal equity	<ul style="list-style-type: none"> • Hire consultant • Match pay to market rate • Do position evaluations • Work matches pay • Meet FLSA compliance • Establish review & refinement procedures 	2008-2009	Board Consultant HR Dept	Human \$50,000 per Budget Book - \$60,000 6/20/08		<p>EWC salaries v.s. comparator</p> <p>Salaries are 100% of comparators</p>

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Institutional Effectiveness Partial Accomplished	Dee Ludwig	1	1.3	IE091301	To pursue the process of becoming AQIP accredited	<ul style="list-style-type: none"> • Research & understand total Quality Management (TQM) • Complete application • Attend AQIP Colloquium • Network & communicate with campus groups • Strategy Forum • First Year Contract Service 	Mar. 2008 - Nov. 2008	Dee Ludwig, Lynn Wamboldt, Kim Russell, Leadship Team	Other \$55,000 \$33,500-First Year Contract Service \$5,547.12-FoE Launch Meeting expenses	N	Plan for self study Application submitted Attend annual Higher Learning Commission meeting & AQIP Colloquium Acceptance as AQIP Accredited
Institutional Effectiveness Accomplished	Dee Ludwig	5	1.3	IE091305	Develop better understanding by constituents of our institutional data reports	<ul style="list-style-type: none"> • Include graphs in reports • Present reports to Board • Include trend analysis in reports 	March 2008 - June 2009	Kim Russell, Dee Ludwig, Lynn Wamboldt	Human	E	Feedback from constituents, i.e. Board, Leadership Team Shorter presentations, i.e. fewer questions Constituents understand data reports, i.e. no questions

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Learning Academic Support	Richard Holcomb		1.3	LA0913	Update & develop a policy & procedure manual on the web for the Library	<ul style="list-style-type: none"> • Establish & standardized policies according the state library & ALA requirements • Develop new policies for AV equipment • Review & revise Reserve Materials policies • Include new policies for regarding the New electronic databases purchased over the last few years & multimedia 	Fall 2009	Library Learning			<p>All library staff know what to do in any situation</p> <p>Policies are in effect, followed & kept up-to-date</p>

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Learning Community Education	Richard Holcomb		1.3	LC0913	Create a procedure for expending Perkins dollars to enhance professional development	<ul style="list-style-type: none"> Review of criteria Establish training on the criteria for vocational faculty Review best practices Establish professional development procedures Establish timeline for implementation 	March 1 - 15	Anne Hilton, Richard Holcomb			Training for EWC employees by person receiving professional development Effectiveness of training & material (survey) Maximize professional development dollars
Learning Outreach	Richard Holcomb and Connie Woehl		1.3	LO0913	Write a procedure manual for the operations of the Douglas campus to see where steps can be automated or combined	<ul style="list-style-type: none"> List major categories covered on the Douglas campus List procedures to complete task Locate gaps or duplicating and compare to college practices Improve procedures 	School year 2008-2009	All of Douglas EWC employees			Employees check for gaps/duplications Employees correct problem areas Employee satisfaction survey Improvement of time usage for each employee

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Learning Outreach	Richard Holcomb and Connie Woehl		1.3	LO0913	Coordinators will write a procedure manual for the operation of each site to see where steps can be automated or combined	<ul style="list-style-type: none"> List major categories covered at the site List procedures to complete task Locate gaps or duplication and compare to college practices Align practices with college and improve student satisfaction 	School year 2008-2009	Outreach coordinators Connie Woehl			Find gaps & duplication Work with coordinators to match procedures to campus Student & coordinator surveys Satisfy students & coordinators

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Learning Technology and Computer Services	Richard Holcomb		1.3	LT0913	Create a technology Code of Ethics for the student & faculty/staff	<ul style="list-style-type: none"> • Review other community/university code of ethics & processes surrounding such a code • Create a simplified code that speaks to the values of the institution • Create a short test that reinforces that the user is aware of the policies • Create a quiz to be administered anytime the student/employee use of technology changes 					

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Learning Technology and Computer Services	Richard Holcomb		1.3	LT0913	Develop standards for storage of information both for students & staff	<ul style="list-style-type: none"> Investigate the means to store & access data for both staff & students Identify outside vendors & products Develop budgets based on findings Establish standards based on funding & needs 	Fall 2008	Computer Services			<p>When storage quotas are met</p> <p>When storage policy & procedures are in place</p>

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Learning Technology and Computer Services	Richard Holcomb		1.3	LT0913	The implementation of an institutional wide plan for the timely, legal purchase of software	<ul style="list-style-type: none"> • Create a mixed user groups of staff & faculty to assess the demand & implement the use of specific software • Generate policies & practices regarding the standardization of software purchases • Create a schedule to allow for the orderly & informed purchasing, installation & training of software • Generate polices regarding the types of software, the necessary users, & installation of software 	Begin immediately	Chuck Kenyon			<p>Creation of groups to help determine the institutions need for a given software title</p> <p>Reduced purchase of individual licenses & reduced installation requests of new software during the semester</p> <p>Success would be measured by the overall lowered cost of software purchases, increased workplace efficiencies, reduced stress amongst the "team"</p>

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Student Services	Marilyn Cotant	19	1.3	SS091319	Standardize college practices & procedures to incorporate the college as a whole including on campus & outreach	<ul style="list-style-type: none"> Establish & implement written institutional & departmental practices & processes both on campus & in outreach Increase institutional & departmental operating budgets to meet current (2008) & future operating costs of higher educational institutions Establish checklists to be performed before programs can be implemented to make sure all potential issues & departments are addressed 	By Fall 2008 & ongoing	All persons involved with the college Sue Schmidt Kellee Gooder Pam Palermo Karen Posten Deb Doren	Human Printing Costs?		<p>Completed practices & processes for both the institution & all departments Operating budget increase of 75% by July 1, 2008 & 100% by January 1, 2009 A finalized inter-institutional checklist for programs prior to implementation</p> <p>Increased enrollment due to additional programs, budgets have more money, higher employee productivity, & overall satisfaction</p>

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Student Services	Marilyn Cotant	3	1.3	SS091303	Standardize Student Service Departments budgets to increase operational efficiencies	<ul style="list-style-type: none"> • Provide departmental budget reflective of 2008 operating costs • Allow for 10% budget carryover to allow for unexpected or planned expenses • Allow financial aid to keep administrative cost allowances (PELL & VA) in addition to budget 	July 1, 2008	Financial Aid Director, VP for Student Services, VP for Financial Affairs			<p>Increased funding for budget</p> <p>Funding available for necessary training for 4 financial aid staff</p> <p>Adequate budget to efficiently operate a financial aid office</p>

Strategic Direction #2

•Promote high quality, accessible learning experiences through responsive programs of distinction aligned with current and future opportunities.

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Learning Academic Division-Arts, Humanities, and Behavioral Sciences	Richard Holcomb		2.1	LH0921	Offer interdisciplinary honors courses taught by teams of faculty	<ul style="list-style-type: none"> • Address teaching load & compensation • Make honors courses available to outreach students • Team teaching inderdisciplinary course offerings-decide which disciplines to combine • Faculty training in team teaching • Bring in guest lecturers/artists 	Fiscal year 6/2008 - 6/2009	Richard Holcomb, Faculty Council ex: Duncan Harris from UW/English Dept.			Number of students enrolled in honors courses Number of students successfully completing courses Faculty participation in team teaching Number of students transferring Students enrolled in honors interdisciplinary courses Continue to design new honors courses
Learning Academic Division-Arts, Humanities, and Behavioral Sciences	Richard Holcomb		2.1	LH0921	Improve professional level writing as determined by standards indentified by professional association, e.g. APA style	<ul style="list-style-type: none"> • Provide accurate instruction & models • Develop skills in quotations, paraphrasing, summarizing, citations, research, evaluation of sources • learn to adapt to formats 	Fall 2008	Social Science instructors, Writing instructors, Learning Skills Lab (SMART Thinking)			Rubrics to identify quality & improvement Comparison to identified models - APA style Completion of at least one written paper adhering to APA format at appropriate rubric score

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Learning Academic Division- Business and Technology	Richard Holcomb		2.1	LB0921	Individual programs incorporate in their program plans the recommended changes from their program assessment	<ul style="list-style-type: none"> • Incorporate the plan in their annual review 	July 2008 and ongoing	Assessment committee, individual employees			Subsequent year assessment report, transfer success, employer satisfaction, graduation rates Closed the program assessment loop
Learning Academic Division- Business and Technology	Richard Holcomb		2.1	LB0921	Provide courses and the facilities for students to learn about modern irrigation practices, management intensive grazing, and the emerging field of agriculture dealing with farmers who sequester carbon dioxide on their farms thus reducing green house gases	<ul style="list-style-type: none"> • Purchase center pivot irrigated farm • Develop course work & put into current catalog • Create plans for facility on new property • Begin funding options • New facility 	March 12, 2008 - Purchase farm Fall 2008 - develop course work Fall 2008 - Develop plans Spring 2008 - Find funding 2010 - Facility complete	EWC Board, foundation, administration, ag faculty			Is there an EWC farm with grazing paddocks? Have partnerships with leading CO2 sequestration technology research been created? Grants written to aid in development of programs Students in all of these courses EWC recognized locally, regionally, nationally for it's technology & progressive thinking in agriculture

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Learning Academic Division- Business and Technology	Richard Holcomb		2.1	LB0921	Build agriculture facility for teaching animal science and equine studies courses	<ul style="list-style-type: none"> • Design facility and have UW architectural program design a model • Identify resources to fund: Sagebrush & Roses, grants, donations, fund raisers • Build facility • Start planning course work that can be taught when the building is complete - Equine Studies: horsemanship, colt starting, equine reproduction, mgmt intensive grazing, sequester CO2; Irrigation: also used for existing livestock judging & animal science, crops, soils, etc. 	Fall 2008-Design facility, plan course work 2008-2009-Identify funding resources 2010-Build facility	Ag team, EWC Administration			Course work in appropriate catalog Plan in place to fund project Model and design to architects Building completed and courses being taught

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Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Schedule PEAC classes as standard PE classes are scheduled; PEAC 1032 -01 - Mon/Wed - 8:00am PEAC 1032 -02 - Mon/Wed - 9:00am	• Change policy on Fitness Center use	Fall 2008	VP for Learning Joint Powers Board Department of HPER			PEAC classes scheduled to meet two times per week at given time PEAC classes scheduled to meet two times per week at given time
Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Enroll only students seeking a letter grade in PEAC classes	• Change policy on Fitness Center use	Fall 2008	VP for Learning Joint Powers Board Department of HPER			Only students seeking a letter grade are enrolled in PEAC classes Only students seeking a letter grade are enrolled in PEAC classes

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Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Set priority list for Fitness Center scheduling in agreement with policy & priority for EWC Gymnasium usage	• Change policy on Fitness Center use	Fall 2008	VP for Learning Joint Powers Board Department of HPER			Fitness Center usage scheduled in accordance with policies & priorities as the current policies governing the EWC Gymnasium Fitness Center usage scheduled in accordance with policies & priorities as the current policies governing the EWC Gymnasium
Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Assign an instructor to each section of PEAC classes	• Change policy on Fitness Center use	Fall 2008	VP for Learning Joint Powers Board Department of HPER			Instructor assigned to each section of PEAC classes Instructor assigned to each section of PEAC classes
Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Cease enrolling individuals as "Audits" PEAC course	• Change policy on Fitness Center use	Fall 2008	VP for Learning Joint Powers Board Department of HPER			No one enrolled in PEAC course as an "audit" No one enrolled in PEAC course as an "audit"

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Learning Academic Division- Sciences	Richard Holcomb		2.1	LS0921	Fitness Center becomes a "recreational area" when it is not used for: 1) PE classes (PEAC); 2) Athletic workout times determined by coaches; 3) Other EWC activities as needed	<ul style="list-style-type: none"> • Change Fitness Center Use Policy • Fees payable by: <ol style="list-style-type: none"> a) year - single only (no family memberships) b) 6 month - single only (no family memberships) c) monthly - single only (no family memberships) d) Punch cards e) Day Use fees • Fees received/receipted by Fitness Center Asst. • No class registration • No orientations given to recreational users a) Sign waiver & use at own risk (assumption of risk) • No age limit • No dress code • No towels required • Photo ID's given upon receipt of payment a) 	Fall 2008	VP for Learning Joint Powers Board Department of HPER			<p>Fitness Center operates as a Recreational Facility during assigned hours</p> <p>Fitness Center operates as a Recreational Facility during assigned hours</p>

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Learning Academic Division-Sciences	Richard Holcomb		2.1	LS0921	Curriculum Development/Review	<ul style="list-style-type: none"> • Quality Instruction • Professional Development • Best Practices (Progressive) • Ongoing review of courses/programs • Establish criteria for thorough evaluation of a new program through review of needs, facilities, budget • Review & revise current curriculum review policies 	March 2008 - ongoing process	The Faculty Council, VP for Learning, Development, VP for Institutional Effectiveness			<p>100% qualified instructors according to accreditation standards</p> <p>New & revised policies</p> <p>Active & ongoing course review</p> <p>Best progressive curriculum for students</p> <p>Increased overall graduation rate</p>

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Learning Academic Support	Richard Holcomb		2.1	LA0921	Establish a process to keep all departments in Learning informed of new programs prior to approval & implementation	<ul style="list-style-type: none"> • Review current practices • Establish research requirements needed for potential programs • Establish minimum requirements for software & library needs • Research area industry for support as well as transfer opportunities • Establish a timeline for purchasing needed supplies for new programs • Provide adequate funding to assist in processing & growing cost of supplies 	Concurrent with discussion & implementation of new programs	Faculty Council Learning Library Computer Services Foundation			<p>Materials are purchased & processed - ready for students & faculty Funding is in place to allow for purchases</p> <p>When new programs begin the library will have in place necessary materials to support the program</p>

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Learning Outreach	Richard Holcomb and Connie Woehl		2.1	LO0921	Provide training in the service area for using the ARC GIS software	<ul style="list-style-type: none"> • Training for Roberta Marvel this summer • Purchase ARC GIS software & install this summer • Write course description and have Faculty Council review • Offer one section in fall and another in spring 	Course Description - Spring 08 Faculty Council review - Spring 08 or summer Training - spring/summer Course taught - Fall 08 & Spring 09	Roberta Marvel Connie Woehl			Class in place in Douglas for Fall 2008 80% of stations in lab in use for class Request for additional class Completion of class - Fall 2008 Future - traveling class or on internet
Student Services	Marilyn Cotant	10	2.1	SS092110	Student Service teams ensure/provide/develop & implement high quality activities	<ul style="list-style-type: none"> • Through LancerNet student surveys • Staff participation in development of quality activities • Monitor demands for certain activities 	July 1, 2008 - June 30, 2009	Anne Gardetto Jami Christensen Sue Schmidt	Human \$ for new programs in demand		When activities grow in student numbers ---

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Student Services	Marilyn Cotant	11	2.1	SS092111	Reduce at-risk behaviors in 1st & 2nd year college students through preventive measures	<ul style="list-style-type: none"> • Fund & implement one "Best Practice" Prevention Program shown to decrease "At-Risk" behaviors in older adolescents • Provide funding for "Fun Nights" 	Fall 2008 - Spring 2009	Debbie Ochsner Kellee Gooder Asst.Activities Coordinator Club Sponsors Student Senate Karen Posten	Human		High student participation rates Increase in student satisfaction Increase in student retention

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Student Services	Marilyn Cotant		2.1	SS0921	Design & establish a "Center for Educational Access" resulting in a 30% increase in the number of returning non-traditional students including members of our special populations (single parents/displaced homemakers; ethnic minority; single pregnant teens; first generation)	<ul style="list-style-type: none"> • Design & implement a program design utilizing "best practices" in educational research & practices & responsive to the unique needs/barriers of members of our special populations • Detail access/retention/student development strategies to be implemented • Anticipate budgetary expenses including staffing needs and operational needs 	Fall 2008 Semester	Anne Gardetto VP for Student Services College President			<p>Actual design & implementation of the center for Educational Access</p> <p>Immediate impact on non-traditional student enrollment/retention/student development</p> <p>Successful achievement in the significant increase of non-traditional students (30% growth)</p> <p>Significantly more responsive campus environment actively demonstrating true appreciation of our diverse community</p> <p>Enhancement of the image of the college as a focal point in educational opportunity</p> <p>Primary vehicle in improving the quality of life for area residents</p>

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Student Services	Marilyn Cotant		2.1	SS0921	Expand parent and student enrichment programs; (resources, partners, experiences) to meet State GU goals and objectives	<ul style="list-style-type: none"> • Partner with existing (successful) parent programs • Provide information and access to programs 	On-going	Judy Brown, Joy Pitts	Human		Reporting each month and GU State year-end report Program is in place and partents are participating
Learning Academic Division- Business & Technology	Richard Holcomb		2.2	LB0922	Certify massage therapists	<ul style="list-style-type: none"> • Recruitment • Curriculum • Instruction • Facilities on Torrington campus • Materials 	Now and into the future	Janet Martindale, Dr. Holcombe, current faculty, College Relations			Licensure Number of Licensed Massage Therapists
Learning Academic Division- Business & Technology	Richard Holcomb		2.2	LB0922	Expand welding program to Spanish speaking welders in the work environment	<ul style="list-style-type: none"> • Hire bilingual welding instructor • Utilize mobile welding lab • Market to companies • New Spanish speaking materials 	Now, Immediately	Workforce Development Janet Martindale Welding Instructors			Number of students passing welding class and exam

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Learning Academic Division- Business and Technology	Richard Holcomb		2.2	LB0922	Create web design program, cross with art design program	<ul style="list-style-type: none"> • Expand curriculum • Recruit students • PDU for instructors 	Now - Prep by November 2008	Janet Martindale, Daniel Fielder, Computer Science			Enrollment Graduation Successful Grads and workforce
Learning Academic Division- Business and Technology	Richard Holcomb		2.2	LB0922	Create an equine studies/program	<ul style="list-style-type: none"> • Fill instructional needs and facilities • Demonstrate student need • Curriculum • Recruitment 	Begin Immediately	Anyone involved in equine studies (animal science)			Enrollment, transfer rate (performance after), employment satisfaction Successful grads; success in workforce or further education
Learning Academic Division- Business and Technology	Richard Holcomb		2.2	LB0922	Purchase 5 new lathes to update machine tool lab		Buy one each year for 5 years	Leland Vetter			Student numbers will increase each year Bigger class sizes - prepare to use carbide tooling

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Learning Academic Division- Business and Technology	Richard Holcomb		2.2	LB0922	Purchase 25 bred club calf dams to be used to teach animal science courses, to provide club calves for sale and to be used by the show team & livestock judging team	<ul style="list-style-type: none"> • Must have the facility • Purchase cattle • Utilize the technology we already have EID, ultrasound • AI course will calve these and breed them • show team will handle and fit cattle for show 	ASAP	JD Sexton, Monte Stokes, Tim Walter			<p>Find resources to purchase stock (\$62,500) Find facility and secure feed for stock Have 5 calves ready to show at Denver Stock Show</p> <p>Sell club calves to public This will make us one of the premier 2-year ag institutions in the country</p>
Learning Academic Division- Sciences	Richard Holcomb		2.2	LS0922	Improve & expand our programs by enhancing facilities, staff & curriculum	<ul style="list-style-type: none"> • Have programs identify what they need to grow their programs (facilities, equipment, etc.) • Periodically identify market needs & target our response to those needs • Provide resources to allow growth of programs 	Academic year 2008-2009, then periodically through program reviews, advisory board meetings, etc.	Faculty, program advisory boards, marketing/college relations Board & Leadership Team - for resources			<p>Enhanced facilities, equipment & staff Placement rates Transfer GPA's Application rates National/certifying exam pass rates</p> <p>Students seek our programs, employers seek our graduates, & 4 year institutions welcome our transfer students</p>

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Learning Community Education	Richard Holcomb		2.2	LC0922	Promote innovative programs that broaden the current target market to include transfer students, vocational students, and community members.	<ul style="list-style-type: none"> • Surveys: students, faculty, community • Review current offerings Initiate new programs based on feedback & internal analysis • Review facilities • Expand instructor base - tap into faculty 		Annie Hilton, Brandy Lay, Richard Holcomb			Surveys: instruction, program, registration Registration numbers Number of faculty involved Registration is expanded by ___% - groups included
Student Services	Marilyn Cotant	4	2.2	SS092204	Recruitment resources- women's basketball, men's basketball, volleyball, rodeo, golf	<ul style="list-style-type: none"> • Budget monies to athletic programs specific to recruiting (e.g. travel budget) 	April 1, 2008	Athletic Director, coaches, VP for Financial Affairs Financial Aid Director	\$10,000 Free dorm Free meals \$104 - Jake		Approval of institution Allocation of monies Recruit March 15, 2008 - approved March 30, 2008 - allocation of funds April 1, 2008 - recruit

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Student Services Partial Accomplished	Marilyn Cotant		2.2	SS0922	Increase travel funds for rodeo team members to defray the rising cost of gasoline	<ul style="list-style-type: none"> Provide additional \$75 per team member per rodeo 	2008-2009	Jake Clark	\$7,500 per season (10 members X 10 rodeos X \$75) \$3,200 one-time strategic dollars		Team success, quality recruits Ten students are able to afford the cost of traveling to the ten regional rodeos in 2008-2009 Retention of student athletes 85% of the freshman students named to the team returned to EWC for their second year of college
Institutional Effectiveness	Dee Ludwig	3	2.3	IE092303	Request for Institutional Change to offer all programs via distance learning	<ul style="list-style-type: none"> Download proposal request Work with Aaron Bahmer & others to complete request 	March 2008 - May 2008	Dee Ludwig, Lynn Wamboldt, Kim Russell, Aaron Bahmer	Human	N	Comparison to previous successful request Feedback from Higher Learning Commission Approval from Higher Learning Commission

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Learning Academic Division-Sciences	Richard Holcomb		2.3	LS0923	To evaluate & improve facilities, technology, advising, & instruction for outreach education	<ul style="list-style-type: none"> • Develop standards for phone & compressed video equipment & implement plan • Develop standards for technology & computer updates & implement plan • Determine the FT faculty needs by program/sites & hire new FT faculty • Develop building renovation plan for fixed sites 	FT faculty needs, compressed video, technology - Aug. 2008 Building plan - May 2009	Computer Services, Outreach coordinators, Connie Woehl, Richard Holcomb			Equipment in place, faculty hired fall semester 2008 Renovated facilities, faculty hired

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Learning Academic Division- Sciences	Richard Holcomb		2.3	LS0923	Evaluate & improve advising & instruction for courses appropriate for distance education	<ul style="list-style-type: none"> • Re-establish a distance ed. advisory committee • Evaluate guidelines for communication for those involved in distance ed courses • Evaluate courses that EWC can successfully offer via distance ed., including the best mode by which courses are offered • Establish staff development for instructors involved in distance ed. • Develop course descriptions for distance ed. courses to identify resource requirements 	<p>Course descriptions - Aug. 2008</p> <p>Complete evaluations - May 2009</p>	Richard Holcomb, Connie Woehl, Instructional Technologist, Distance Ed Faculty			<p>Course descriptions in place</p> <p>Best distance ed. courses indentified</p> <p>Report from institutional effectiveness</p> <p>Distance ed. advisory committee re-established</p> <p>Improved student & faculty satisfaction with distance ed. courses</p>

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Learning Academic Support	Richard Holcomb		2.3	LS0923	Provide greater access for continuing education from community, home, and workplace	<ul style="list-style-type: none"> • Implement ABE distance education strategies throughout the service area • Develop quality in-service training programs for instructors • Market existing courses/trainings • Establish a baseline of current use (what & how much) 	July 2008-2009	ABE, Workforce, Instruction, Outreach Coordinators, College Relations, Instructional Technology			Increase enrollment (% over baseline to be established) In-service training survey's (mandatory) More courses/trainings with increased enrollment

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Learning Academic Support	Richard Holcomb		2.3	LA0923	Assess & address the needs for outreach & distance education for library resources & services	<ul style="list-style-type: none"> • Survey distance education instructors & outreach coordinators • Review current services 7 revise to provide better access • Development of new programs for service • Explore the possibilities of using LancerNet & resources • Pursue internal resources to assist in full understanding of the capabilities of LancerNet • Arrange for a library technical consultant to evaluate & recommend changes & new additions 	Spring 2009	Library Learning Outreach Aaron Bahmer			<p>Positive feedback Increased usage of resources by outreach areas</p> <p>Increased statistics - see off-campus usage of resources increase</p>

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Learning Outreach	Richard Holcomb and Connie Woehl		2.3	LO0923	Quick response to ever changing work force needs	<ul style="list-style-type: none"> • Use existing data from state, local, small business • Mobile resources - trailers (agree needed), WEN, compressed video • Short term certification/class - on the job training 	Data analyzed: Aug. 2008 Trainers: May 2009 Short term certificate approval: May 2009	New workforce Connie Woehl Dee Ludwig Richard Holcomb			<p>Check back with employers, verify data offer programs for their needs Meet deadlines & requests Positive response, feedback from businesses; Willingness of others to volunteer, be involved</p> <p>Added requests for past courses from other areas; i.e. Casper coming to Glenrock for a program</p>

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Learning Outreach	Richard Holcomb and Connie Woehl		2.3	LO0923	Implement LPN program in Douglas	<ul style="list-style-type: none"> • Approval by Faculty Council • Approval by Wyoming Board of Nursing • Grant for director & instructor (already approved) • Hire instructor & director • Order equipment or find donations for classroom lab • Advertise 1st round of classes 	Approvals by June 2008 Hirings by July 2008 Advertise for class in June 2008 Classroom set up by August 15, 2008	Richard Holcomb Connie Woehl Jan King	20000 \$25,000-set up lab and purchase lab equipment		Timeline met 1st class begins in August with 100% enrollment

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Learning Outreach	Richard Holcomb and Connie Woehl		2.3	LO0923	Provide sciences on-site classes in Geology, Intro to A & P, Anatomy, Physiology, and other lab science classes for variety of majors	<ul style="list-style-type: none"> Classrooms built into the gym Hiring of instructor Adverstising of classes in Douglas Fall 2008 brochure Order classroom & lab equipment needed 	Classroom - Summer 2008 Instructors - July 2008 Order equip. - July 2008 Adversising - Aug. 2008	Connie Woehl Richard Holcomb			Douglas Campus is able to offer LPN and Massage Therapy programs because of science classes on-site Douglas & area students attending on-site labs instead of over the internet or traveling to Torrington 75% of students successfully completing lab science requirement on first attempt
Learning Outreach Accomplished	Richard Holcomb and Connie Woehl		2.3	LO0923	Increase Lusk coordinator position from 9-month to 10-month for coverage of duties	<ul style="list-style-type: none"> Write new position description Approval of new hire 	New coordinator begins Aug. 1, 2008	Connie Woehl	\$4,490 #21 in Budget Book		Availability of coordinator end of May Increased use of EWC offerings, especially summer Increase use of EWC in Lusk by 10%

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Learning Outreach	Richard Holcomb and Connie Woehl		2.3	LO0923	Associate Dean's presence and advising at each outreach site at least bi-monthly	<ul style="list-style-type: none"> Plan rotating schedule of visits Purchase 4-wheel drive vehicle for traveling Help coordinators to advertise my visits Plan mini workshops for retention purposes Travel budget assigned to outreach 	Schedule by Aug. 2008 Vehicle by Aug. 2008 Trips throughout the '08-'09 school year	Connie Woehl Coordinators			Schedule planned Midterm survey of student satisfaction End of semester survey of student satisfaction Advising appointments Retention increases by 15%
Learning Outreach	Richard Holcomb and Connie Woehl		2.4	LO0923	Investigate the development of a massage therapy certificate	<ul style="list-style-type: none"> Research numbers of students leaving the state for training in massage therapy Develop and write curriculum for 2 semester programs Present to Faculty Council for approval Implement program with hiring of faculty and advertising 	Faculty Council approval - April, 2008 Begin program - Aug. 2008	Connie Woehl Richard Holcomb			Faculty Council approves the program Faculty (one instructor) is hired 100% of classroom spots filled first year Student evaluations of program Completion of first class in May 2009

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Student Services	Marilyn Cotant		2.4	SS0924	Increase student leadership skills	<ul style="list-style-type: none"> • Provide opportunity & funding for all student senate officers & freshman reps to attend a National Leadership Conference • Provide opportunity & funding for all student senate officers & freshman reps to attend a state or regional conference 	Summer - Fall 2008	Debbie Ochsner Student Senate officers	Human \$ _____ —		<p>Senators are leading more activities, events & community service activities</p> <p>Student report of leadership skills increasing at time of graduation</p>

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Institutional Development	Lynnea Bartlett	2	2.5	ID092502	Explore funding sources for expansion of programs	<ul style="list-style-type: none"> • Brainstorm with faculty, administration & trustees • Educate Foundation on needs • Conduct feasibility study • Develop case for support • Grow current annual fundraiser 	May 2008 - Jan. 2009	Development Dept. College President			Positive feedback from Foundation Growth of annual dinner/dance Positive result of feasibility study Expanded programs Funding from private donors
Institutional Development	Lynnea Bartlett	3	2.5	ID092503	Explore funding sources for capital campaign	<ul style="list-style-type: none"> • Develop projects in consultation with faculty, administration, & both boards • Conduct feasibility study • Develop case for support • Develop plan of campaign 	Jan. 2009 - Aug. 2014	Development Depart. College President	Human \$18,000	N	Positive feedback from Foundation & Board Positive results on feasibility study Pledges & donations Funding from donors

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Institutional Effectiveness Accomplished	Dee Ludwig	2	2.5	IE092502	Hire a grant writer for IE office	<ul style="list-style-type: none"> Substantiate variety of grants available to EWC programs Prepare justification to LT 	Dec. 2008	Dee Ludwig, Foundation	Human \$46,000	N	Approved & endorsed by LT & Board Grant writer in place
Institutional Effectiveness Accomplished	Dee Ludwig	4	2.5	IE092504	Research opportunities for grant writing	<ul style="list-style-type: none"> Research RFPs (Request for proposal) Research material for grants Determine the needs Develop an indexed resource database Network with appropriate groups, agencies, etc. 	March 2008 - June 2009	Dee Ludwig, Kim Russell, Lynn Wamboldt	Human	N	Satisfaction of client (survey) Feedback from grant readers Deadlines met Grant process in place

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Learning Academic Division- Business and Technology	Richard Holcomb		2.5	LB0925	Promote or provide extra curriculum - academic/achievement clubs/organizations for all areas of instruction	<ul style="list-style-type: none"> Identify students that do not have a "club" or organization Identify why students are not involved Create position to organize clubs Provide opportunities for students identified Provide venue for faculty (advisors) to share organizations 	Fall 2008	Club coordinators meet as group Student Services			Surveys to students Spring 2008 How many advisors are attending meetings about clubs; club organizer hired Increased club activities/participation
Learning Academic Division- Sciences	Richard Holcomb		2.5	LB0925	Development of Honors Program	<ul style="list-style-type: none"> Community service projects Clubs Summer camps/internships Scholarship Shortcourse International travel Graduation recognition 	March 3, 2008 to implement by Fall 2008	The Faculty Council, Student Services, Financial Aid, Foundation, Marketing	\$13,070 to set up budget for Honors Program		Establishment of Honors Program Percentage of student applying for graduation in honors program Attracting and graduating quality students with higher ACT scores

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Learning Community Education	Richard Holcomb		2.5	LC0925	Create procedures for spending various budgets to enhance student opportunities	<ul style="list-style-type: none"> • Review criteria for each budget • Establish training for vocational faculty on budget criteria • Review best practices of other WY colleges • Establish procedures for distribution of funds • Establish timeline for implementation 	March 1-15, 2008	Annie Hilton, Division Chairs, Faculty Council			Exit survey - students Survey employers Documentation of success via surveys

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Student Services	Marilyn Cotant		2.5	SS0925	Hire additional office staff and tutors for GU to meet State GU goals and objectives	<ul style="list-style-type: none"> • Get approval for data input position from GU State & EWC • Hire for 19hrs/week, 12 months for 3yrs • Review tutors and numbers each year • Hire or renew contracts for existing tutors for each GU location to meet the tutoring needs • Evaluate staff 	March 2008 Data input position hired Summer & Fall 2008 hire or renew tutors	Dee Ludwig, Judy Brown, Joy Pitts, Marcia Nash	Human \$_____		<p>Hired supporting GU program staff Hired tutors</p> <p>Monthly data review and reports Appropriate staffing to accomplish GU goals and objectives Year-end GU State report</p>
Student Services	Marilyn Cotant		2.5	SS0925	Expand and sustain existing GU partnerships that meet the State GU goals and objectives	<ul style="list-style-type: none"> • Presentations throughout the GU areas for school, parent, student, community and outreach partnership development 	On-going	Judy Brown, Joy Pitts	Human \$_____		<p>New sustainable partnerships Continued sustainable partnerships</p> <p>Sustained successful partnerships</p>

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Administrative Services Accomplished	Ron Laher	4	3.1	AS093104	Replace & relocate campus copiers	<ul style="list-style-type: none"> • Survey faculty & staff needs • Review floor plans & office arrangements • Prepare RFP's • Evaluate proposals received • Make selection (includes students) 	Sept. 2008 - Nov. 2008	Ron Laher Sally Mason Dixie Kroenlein	Human \$33,924/yr	
Administrative Services	Ron Laher	5	3.1	AS093105	Research & implement check scanning systems for Community Education, Food Services, Bookstore, Business Office & Cosmetology	<ul style="list-style-type: none"> • Contact bank for information on compatible systems • Research systems/cost-effectiveness • Evaluate systems/make recommendation • Implement selected systems 		Karen Parriott Suzanne Andrews Ron Laher	Human 2-3% of checks processed	

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Administrative Services	Ron Laher	7	3.1	AS093107	Research new phone system	<ul style="list-style-type: none"> • Work with Chuck Kenyon to determine current parameters available • Research options & system features • Formulate recommendations 	July 2008 - Dec. 2008	Dixie Kroenlein Ron Laher Karen Parriott	Human	
Administrative Services Accomplished	Ron Laher	9	3.1	AS093109	Implement vehicle replacement plan - FY09	<ul style="list-style-type: none"> • Review vehicle retirement schedule & make a recommendation as to a vehicle replacement budget for FY-2009 • Follow capital acquisition framework to purchase replacement units 	April 1, 2008 - June 30, 2009	Ron Laher Dixie Kroenlein	Human \$20,000 one-time funding \$16,700 #49 on Budget	

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Administrative Services	Ron Laher	10	3.1	AS093110	Prepare a computer replacement plan that allows for replacement of computers & monitors for administrative services	<ul style="list-style-type: none"> • Review current replacement plans • Inventory computers to evaluate ages • Determine replacement dates • Coordinate with computer services' master technology plan 	July 2008 - Oct. 2008	Kay Gardner Karen Parriott	Human \$3,000-5,000/yr.	
College Relations Accomplished	Tami Afdahl	1	3.1	CR093101	Hardware - upgrade computers - Linda/Kim	<ul style="list-style-type: none"> • Research high performance machine specific graphics card, etc. • Develop spec sheet for ease of ordering 	Immediately with July arrival intended	Tami Afdahl, Computer Services	Equipment \$3,000.00	
College Relations Accomplished for year-ongoing process	Tami Afdahl	2	3.1	CR093102	Maintain the most current software on all computers in College Relations (Adobe Creative Suite)	<ul style="list-style-type: none"> • Stay abreast of new software • Join appropriate organizations • Work with computer services to bundle purchases and develop installation timeline 	Revolve around Adobe release dates	Tami Afdahl, Computer Services		

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College Relations Accomplished	Tami Afdahl	3	3.1	CR093103	Utilize the EWC website to support the college's mission through the use of web technology	<ul style="list-style-type: none"> • Content management system - use a company or do self? • Develop mock-up pages for website redesign • Research what works for other colleges • Use more video/photos for a more interactive experience 	Committee meetings & mock-ups - May 1, 2008 Implement January 2009	Darci Duran College Relations/committee of different faculty, staff & students	Human Technology \$45,000.00	
College Relations Accomplished	Tami Afdahl	4	3.1	CR093104	Implement a student ID system that utilizes one card campus wide	<ul style="list-style-type: none"> • Research other colleges • Research with ID companies • Include areas that will be involved (i.e. College Relations, cafeteria, library, Fitness Center, business office, computer services, etc.) 	ASAP - would like to have in place by Fall 2008	Linda Evans ID committee	Equipment \$50,000.00 per Budget	

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College Relations	Tami Afdahl	8	3.1	CR093108	Make available all resources necessary to produce high quality photography & video projects	<ul style="list-style-type: none"> • Get a room for the sole purpose of video production/photography (studio) • Update computer hardware/software • Purchase needed tools to make productions 	August 2008	Darci Duran College Relations Aaron Bahmer	Facilities Equipment \$5,000.00	
Facilities	Ron Laher	5	3.1	FA093105	Create a more efficient Grounds Dept.	<ul style="list-style-type: none"> • Set specifications for bids • Research different brands • Purchase of skidsteer & attachments 	Sept. 2008	Jim Britton Keith Jarvis Don Snyder	Human \$25,000 one-time funding	
Facilities	Ron Laher	10	3.1	FA093110	Upgrade fire alarm system	<ul style="list-style-type: none"> • Continue with the work that has already been started & see through to completion 	July 2007 - June 2008	Pat Eilert Keith Jarvis Eme Escamilla	Human \$10,000 one-time funding	

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Facilities Partial Accomplished	Ron Laher	12	3.1	FA093112	Develop plan for replacement of mowers	<ul style="list-style-type: none"> • Develop graph to show equipment & recommended retirement dates • Develop specifications for needed replacement • Research mowers 	July 2008	Jim Britton Keith Jarvis Don Snyder	Human \$1016 - Mule repair \$2539 - Purchase snowblade \$7389 - Purchase mower replacement	
Facilities	Ron Laher	16	3.1	FA093116	Redesign Lancer Hall water retention pond	<ul style="list-style-type: none"> • Research different ways to keep the edges from caving • Seek engineering assistance • Define a feasible plan & proceed with implementation 	Sept. 2008	Jim Britton Keith Jarvis Don Snyder	Human \$5,000 for consultant	
Facilities	Ron Laher	17	3.1	FA093117	Develop plan to light & expand gym parking	<ul style="list-style-type: none"> • Follow capital construction implementation framework 		Keith Jarvis Jim Britton Don Snyder	Human	
Facilities	Ron Laher	19	3.1	FA093119	Obtain diesel fuel tank for grounds equipment	<ul style="list-style-type: none"> • Research fuel tanks • Find funding • Set specifications • Send out bids 	Jul-09	Jim Britton Keith Jarvis Don Snyder	Human \$15,000 one-time funding	

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Facilities	Ron Laher	21	3.1	FA093121	Upgrade infrastructure	<ul style="list-style-type: none"> • Upgrade HVAC controls to digital • Implement solar for domestic hot water • Upgrade to more efficient lighting • Upgrade boilers 	When funding is available	Keith Jarvis, Physical Plant personnel	Human \$100,000/yr. until completed	
Human Recourses	Lynnea Bartlett	1	3.1	HR093101	Paperless recording of time worked & leave taken for all employees	<ul style="list-style-type: none"> • Implement Datel Web-Time Entry • Datatel training for HR Dept. • Review compatability of Personnel policies • Establish test group & test program • Establish hourly payroll - timesheets • Establish salaried payroll • Establish Leave for all employees • Train employees 	Begin Summer 2008	Jim Maffe Datatel Lori Moore Tom McDowell	Human Technology \$638/year	N

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Human Resources	Lynnea Bartlett	5	3.1	HR093105	Enhance employee recruitment	<ul style="list-style-type: none"> • Revise application forms/add online capabilities for applications • Employee applications for classified positions submitted via website • Reference release for professional positions submitted via website 	Sept. 2008	Human Resources Web master Lawyer		

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Learning Academic Division-Arts, Humanities, and Behavioral Sciences	Richard Holcomb		3.1	LH0931	Implement the use of I-clickers - or similar products in classrooms	<ul style="list-style-type: none"> • Research comparative products • Provide training for use & options • Acquire appropriate technology • Explore grants & other funding opportunities • Research justification to implement & maintain this practice 	August 2008	Interested Faculty, Instructional Technology, Computer Services		
Learning Academic Division-Sciences	Richard Holcomb		3.1	LS0931	Add additional parking areas	<ul style="list-style-type: none"> • Master Facility plan & develop those that have already been identified 	Fall 2008	VP for Finacial planning Maintenance Dept.		
Learning Academic Division-Sciences	Richard Holcomb		3.1	LS0931	Investigate instructional technologies	<ul style="list-style-type: none"> • Forums concerning technology • Sales representatives • Site visits 	March 1, 2008 and ongoing	Computer Services, VP of Learning		

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Learning Academic Division-Sciences Partial Accomplished	Richard Holcomb		3.1	LS0931	Update equipment and expand equipment for new courses	<ul style="list-style-type: none"> • Microscopes for Biology/Microbiology • Balances for Biology • Data loggers for Chemistry & Biology • DNA Techniques equipment • GPS equipment 	Start of 2008 fall classes	Faculty-make purchases VP of Learning - for budgets	\$12,258.33 for Microscopes	
Learning Academic Division-Sciences	Richard Holcomb		3.1	LS0931	Rewire TEB 108	<ul style="list-style-type: none"> • Switches are wired outside & inside rows - need to rewire so front lights are on one switch & back lights are on a different switch 	March 2008	VP for Learning Maintenance		

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Learning Academic Division-Sciences	Richard Holcomb		3.1	LS0931	Use computers & other technology in DVST 0900	<ul style="list-style-type: none"> • Must be in classrooms where computers are available • Have enough computers in classroom • Investigate other technology available • Incorporate technologies into developmental math curriculum 	Begin - March 24, 2008 Implement Fall 2008 - Ongoing	VP for Learning Math Dept. faculty Computer Services		

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Learning Academic Division-Sciences	Richard Holcomb		3.1	LS0931	Use computers & other technology in Math 2350/2355	<ul style="list-style-type: none"> • Make software available both on & off campus for student use • Investigate software appropriate for use in Math 2350/2355 • Investigate other technology appropriate for Math 2350/2355 • Incorporate above the software & technology into Math 2350/2355 	March 24, 2008 - Ongoing	VP for Learning Math Dept. faculty Computer Services		
Learning Academic Support	Richard Holcomb		3.1	LA0931	Enforce parking rules/regulations as designated	<ul style="list-style-type: none"> • Open invitation to Torrington Police Dept. to patrol campus parking & write tickets accordingly 	Fall 2008	VP for Finacial planning Maintenance Dept. Torrington Police Dept.		

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Learning Academic Support	Richard Holcomb		3.1	LA0931	Develop & properly mark specific traffic zones: fire lanes; loading/unloading; handicap parking areas; motorcycle parking areas; bicycle parking areas; EWC maintenance (allow only CC licensed vehicles to be parked here); etc.	<ul style="list-style-type: none"> • Identify such areas in the Master Facility Plan • Mark the identified areas as per State statute so they are enforceable 	Fall 2008	VP for Financial planning Maintenance Dept.		

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Learning Academic Support	Richard Holcomb		3.1	LA0931	Provide the infrastructure for up-to-date technology in the library	<ul style="list-style-type: none"> • Plugs & data access to allow for WiFi, Podcasting, Blogging • Investigate plagiarism software with faculty involvement & input • Install on library computers • Assess the need for & develop or subscribe to a service like Ask a Librarian or Question Point for 24/7 reference service • Install on library computers • Rewire electrical panel 	Electrical - immediately Late 2009 for other strategies	Library Faculty Computer Services Physical Plant Learning		

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Learning Academic Support	Richard Holcomb		3.1	LA0931	Rezone the library to make it user-friendly	<ul style="list-style-type: none"> • On the ground plan set up areas to study in • Mark it on the library floor or arrange furniture for study • Investigate state requirements for librarian office space per each staff member including workroom • Plan to incorporate a small group room for student clubs or other activities • Develop a space to accommodate, design & implement an electronic classroom • Develop a viewing area for electronic media • Develop a plan to protect the library holdings from harmful UV rays • Develop a storage space adequate for the 	FY 2009	Library Learning Physical Plant Computer Services Business Office Students		

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Learning Outreach	Richard Holcomb and Connie Woehl		3.1	LO0931	New computers and printers for new/additional faculty - could be up to five	<ul style="list-style-type: none"> • Replacement for Connie's position decided • Hiring of new faculty to replace faculty member promoted to Director of Douglas Campus • Additional programs approved with additional faculty positions • Order & install new computers and printers in the summer 	Number of computers & printers decided by June 2008	Richard Holcomb Faculty Council Connie Woehl		
Learning Outreach	Richard Holcomb and Connie Woehl		3.1	LO0931	Provide connectivity to main campus via Campus Cruiser for outreach students	<ul style="list-style-type: none"> • Presentations to each outreach site on uses - can be accomplished via coordinators • Prepare flyer on uses • Reminders to coordinators 	Continue through '08-'09 school year for new students and refreshers for returning students	Coordinators Connie Woehl Aaron Bahmer		

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Learning Outreach	Richard Holcomb and Connie Woehl		3.1	LO0931	Invest in technology for outreach sites on a rotating basis of 20 computers per year	<ul style="list-style-type: none"> • Receive computers/technology data on each site's technology purchased by EWC • Analyze use & needs of each site • Plan 2008-2009 purchases & have Computer Services install during the summer 	Technology in place by beginning of Fall 2008	Connie Woehl Coordinators		
Student Services	Marilyn Cotant	8	3.1	SS093108	Provide and use "leading edge" technology to improve operational efficiencies	<ul style="list-style-type: none"> • Upgrade computers • Provide financial and professional resources to fully and properly automate Datatel 	July 1, 2009	Vice President for Student Services	Technology	

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Student Services	Marilyn Cotant	12	3.1	SS093112	Update EWC's archiving capabilities - the State of Wyoming requires microfilm for permanent records not just imaging - current machine is so old that we will not be able to get repair/parts when needed	<ul style="list-style-type: none"> • Purchase a new microfilm/imaging machine 	July 2008	Deb Doren Holly Branham Annie Hilton	Technology \$25,000	N
Student Services Accomplished	Marilyn Cotant	17	3.1	SS093117	Replace athletic VHS video system with a DVD digital camera	<ul style="list-style-type: none"> • Purchase new camera 	August 1, 2008	Athletic Director	Technology \$1,000 \$1,000-One time dollars	
Student Services	Marilyn Cotant		3.1	SS0931	Upgrade athletic statistic programs for Basketball & Volleyball	<ul style="list-style-type: none"> • Current programs are old • New programs combined with video are more advanced & provide much better accounting of contests 	Fall 2008 semester	Athletic Department Verl Petsch		

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Administrative Services	Ron Laher	2	3.2	AS093202	P.O.S. System for Bookstore	<ul style="list-style-type: none"> Evaluate systems for effectiveness to meet our needs Secure funding Explore partnership with book providers Train bookstore personnel Implement database/test system 	March 2008 - January 2009	Grant writers Suzanne Andrews Sally Mason Ron Laher	Human \$20,000-40,000 one time funding and \$3,000-5,000/yr. maintenance fees	
Administrative Services	Ron Laher	12	3.2	AS093212	Create an environment of increased efficiency and confidentiality within Administrative Services	<ul style="list-style-type: none"> Establish individual area needs Verify compliance with Federal Privacy laws, FERPA, GLBA, Red Flag Rules, etc., if applicable Purchase items to meet work, office traffic and/or confidentiality needs 	30-Jun-09	Shelly Andrews, Tom McDowell, Suzanne Andrews, Dixie Kroenlein, Vonda Soester, Karen Parriott	\$11,245	
College Relations	Tami Afdahl	11	3.2	CR093211	Standardize the look of bulletin boards across campus	<ul style="list-style-type: none"> Develop rules of engagement/use Research the possibility of electronic bulletin boards 	Academic year 08-09	Tami Afdahl College Relations Dixie Kroenlein		

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Facilities	Ron Laher	14	3.2	FA093214	Repair asphalt drive behind Tebbet building	<ul style="list-style-type: none"> Follow capital construction implementation framework 		Keith Jarvis Jim Britton Don Synder	Human \$150,000 one-time funding	
Facilities <i>Accomplished</i>	Ron Laher	15	3.2	FA093215	Add concrete aprons around bus building	<ul style="list-style-type: none"> Grading will have to be done Framing to pour concrete Pour & finish concrete 	2009	Don Snyder Keith Jarvis Jim Britton	Human \$10,000 one-time funding <i>\$11,896 Actual</i>	
Leadership Team	Leadership Team	1	3.2	LT093201	Provide additional tables for college and community--general use by campus	Purchase 20 composite 8' tables	Mar-09	Keith Jarvis Clyde Woods	\$4,922.50	

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Learning Academic Division-Sciences	Richard Holcomb		3.2	LS0932	Secure intra/internet service & laptops for all FT students with main frame access for their individual course	<ul style="list-style-type: none"> Secure wireless internet services available on all EWC servers Purchase laptop for all individual FT students - built into fees EWC intranet available - all students, all areas All hardware compatible software Grants - funds to purchase laptops Server based software 	Start of 2008 fall classes	Computer Services, instructor committee (determine components for programs specific to majors), Development, Bookstore/Business Office/Student Services		
Learning Academic Division-Sciences	Richard Holcomb		3.2	LS0932	Purchase digital radiography system for use with small & large animals which will bring our radiographic imaging techniques up-to-date	<ul style="list-style-type: none"> Identify funding sources Identify system that best suits the needs of our program Purchase system 	In place & usable by Fall 2008 semester	Vet Tech Dept. Business Office		

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Learning Academic Division-Sciences	Richard Holcomb		3.2	LS0932	Purchase a new dental machine for use with small animals	<ul style="list-style-type: none"> Identify funding sources Identify system that best suits the needs of our program 	In place & usable by Fall 2008 semester	Vet Tech Dept. Business Office		
Learning Academic Division-Sciences Partial Accomplished	Richard Holcomb		3.2	LS0932	Update classrooms/labs - VT 104 (Micro lab) VT 111 TEB 213 (Chem lab) TEB 217 (Biol lab) TEB 219 (Biol lab)	<ul style="list-style-type: none"> VT 104 - Tables & chairs to replace old desks (\$4000) VT 111 - Tables & chairs to replace old desks (\$4000) T213 - Tables & chairs to replace petrified desks (\$4000) T217 & T219 - Complete remodel of existing space (\$80,000) 	Ready for Fall 2008	Faculty to order tables & chairs Biol. Faculty to design remodel plan with architect	VT 104 & VT 111 \$6,624 Tables & Chairs	

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Learning Academic Division-Sciences	Richard Holcomb		3.2	LS0932	Reassign Tebbet room 110 as an instructional room & have adjacent rooms for math classrooms to utilize the laptops, printer & other technology & have access to maipulative stored in Tebbet room 108	• Reassign nurse to a different room	Available for use Fall 2008	VP of Learning Maintenance		

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Learning Community Education	Richard Holcomb		3.2	LC0932	Improve quality of technical aspects of the Fine Arts Auditorium	<ul style="list-style-type: none"> • Relocate sound & lighting control booth • Replace lighting instruments & control console • Replace audio control console • Install permanent projector • Provide network access • Hire a part-time technical director • Develop soft goods replacement plan • Develop hard goods replacement plan 	ASAP - Before fall season begins	Physical Plant, VP of Financial Affairs, Aaron Bahmer		

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Learning Community Education	Richard Holcomb		3.2	LC0932	Enhance the quality of experience for students, patrons, community, faculty & staff in the Fine Arts complex	<ul style="list-style-type: none"> • Remodel women's public bathroom • Design a dedicated ticketing area/booth • Install air conditioning in lobby Install screen/TV for promotional/artwork • Modernize facilities look & feel in accordance with architect recommendations • Install hangers to allow for rotation of artwork • Update furniture & position conversation nooks • Concession/coffee area in atrium (which could be created) 	Aaron Bahmer, Annie Hilton, Daniel Fielder, Physical Plant, VP for Financial Affairs	in conjunction with other facility remodel		

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Learning Outreach Partial Accomplished	Richard Holcomb and Connie Woehl		3.2	LO0932	New science classroom & lab in Douglas gym	<ul style="list-style-type: none"> • Architectural plans • Construction • Equipping room Hired science instructor	Summer 2008	Connie Woehl Ron Laher (budget)	\$5,177.95 One-time strategic dollars purchased lab equipment	

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Learning Outreach	Richard Holcomb and Connie Woehl		3.2	LO0932	Implement the use of Maple 10 for math students	<ul style="list-style-type: none"> • Math Department approves software purchase for Douglas • Maple 10 purchased & installed 	Approval - May 2008 Installation - Aug. 2008	Dennis Misurell Connie Woehl		

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Learning Outreach	Richard Holcomb and Connie Woehl		3.2	LO0932	Create an environment that is user-friendly by being present in the high school buildings	<ul style="list-style-type: none"> • Many coordinators are located in the H.S. buildings • Coordinators who are not in the H.S. buildings , schedule regular hours weekly at the buildings • updates from the Associate Dean of Outreach on activities to coordinator so they know visitations from campus and events through year • Keep communication lines between main campus & outreach open & up-to-date 	Coordinators Connie Woehl	On-going`		

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Learning Technology and Computer Services	Richard Holcomb		3.2	LT0932	Replacement of aging peripheral infrastructure systems within campus buildings - including renovation of electrical, telecommunications, data network & life-safety systems	<ul style="list-style-type: none"> Identify structure or area for renovation With design team, plan for systems replacement as part of planned renovations 	As structures or areas are targeted for renewal/renovation/renodel	Chuck Kenyon Design team & whoever else		
Student Services Partial	Marilyn Cotant	2	3.2	SS093202	Re-vamp all facilities benefitting students, faculty and community	Modernize facilities (inside & out), new windows, carpet, paint, etc. <ul style="list-style-type: none"> Expand/build classrooms, labs housing, food service & other student related services Modernize & expand outreach facilities & needs 	Window replacement for entire campus - Mar. 2008 - Aug. 2009 Modernize facilities in strategic order May 12, 2008 - Aug. 2009	Designers, architects, maintenance, directors, VP's in areas affected Interior Design Advisory Group Master Facilities Plan	Planned Facilities Projects \$500,000 \$15,000 one-time strategic dollars Purchased electric range, convection oven, electric fryer	E

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Student Services Accomplished	Marilyn Cotant	5	3.2	SS093205	Improve Food Service with meal plans and ID's for students	<ul style="list-style-type: none"> • Meal plan in Student Center • Card system • Communication 	Fall semester 2008	Human Resources, Food Service, Student Body, Computer Services	One-Card Planning Committee Technology \$35,000 - \$50,000 \$50,000 #47 line \$12,150 #37 line	N
Student Services	Marilyn Cotant	6	3.2	SS093206	Review salary schedule for Student Service staff	<ul style="list-style-type: none"> • Study & research WY & regional institutions salaries 	Fall semester 2008	HR Director Administration Board of Trustees	Human	
Student Services	Marilyn Cotant	14	3.2	SS093214	Gather recommendations from all population groups college-wide regarding how to improve the college environment physically, emotionally and educationally	<ul style="list-style-type: none"> • Gather information through formal assessments (surveys), focus groups, LancerNet, organizations (face-to-face, paper/pencil, technology) 	Sept. 2008 - Dec. 2008	Kim Russell, organizations & club sponsors, outreach coordinators, housing directors Sue Schmidt Karen Posten Cheri Swarm		

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Student Services	Marilyn Cotant	15	3.2	SS093215	Create an environment that is user-friendly & responsive to growth	<ul style="list-style-type: none"> • Provide dedicated IT professional for FA & SS to ensure up-to-date processes & technology that will benefit students • Provide more online/automated processes for students (including email addresses) • Nicer/friendlier office space 	July 1, 2008	VP for Student Services FA Director & staff Computer Services Physical Plant	Human Technology	
Student Services	Marilyn Cotant	18	3.2	SS093218	Additional staffing in cafeteria & student center	<ul style="list-style-type: none"> • Additional staffing 	Fall 2008	Food Service Manager HR Director Leadership Team Human Resources	Human	

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Student Services	Marilyn Cotant	20	3.2	SS093220	Provide upgraded athletic training facilities equivalent to high-end competitors for current and future student athletes	<ul style="list-style-type: none"> • Training facility with specialized equipment, i.e. weight lifting, agility training area, etc. • Invest in practice equipment to accommodate all athletics • Swimming pool • Redesign area for concessions, parking, crowd control, etc. • Input from each sport regarding needs • Draw up plan • Find funding 	<p>Input from coaches & athletic director - 6 weeks</p> <p>Draw up plan & pursue funding within 6 months</p> <p>Start construction after 6 month planning</p> <p>Complete construction within 1 year</p>	Athletic Director, Board of Trustees, Financial Affairs	<p>Planned Facilities Projects</p> <p>New Athletic Training Facility - \$4,000,000</p> <p>Swimming Pool - \$6,000,000 (WY Legislative Commision, Grants/Bonds, 1¢</p>	
Student Services	Marilyn Cotant		3.2	SS0932	Improved communication between departments	<ul style="list-style-type: none"> • Person to person • Telephone • Email 	Immediately	All EWC Departments Residence Life Staff Faculty Students	Human Technology - LancerNet	

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Facilities	Ron Laher	2	3.3	FA093302	Complete Eastern Hall HVAC project	<ul style="list-style-type: none"> Follow capital construction implementation framework 	FY 2009	Keith Jarvis Pat Eilert Eme Escamilla	Human \$1.4 million one-time funding	
Learning Academic Division-Sciences	Richard Holcomb		3.3	LS0933	Build new cafeteria between existing dorms (attached to both dorms) & contract for outside food providers to give students options - Pizza Hut, Starbucks, Taco Johns, Subway, etc.	<ul style="list-style-type: none"> Board approval Seek funds - local board, grants, donors (individual, foundation), corporate sponsors (railroad, Madden Brothers), Legislature, student fees Hire architect As per all construction 	Begin - April 2008 - Plans accepted Break ground 2009 in use Fall 2011	Board, local board, Student Services, Legislature, Alumni, Foundation, VP of IE (grants)		
Learning Academic Division-Sciences	Richard Holcomb		3.3	LS0933	Move administrative offices and support offices to Eastern Hall - make Tebbet an academic building only	<ul style="list-style-type: none"> Remodel dorm to administrative/support services needs Reassign areas Hire A-1 movers 	As soon as Eastern Hall is available	Person assigned by President, Board, Construction personnel		

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Student Services	Marilyn Cotant	10	3.3	SS093309	Provide modern, progressive and inviting living environments for students	<ul style="list-style-type: none"> • Update decor in Eastern Hall • Install airconditioning in Eastern Hall • Wireless internet campus wide • Supply students with computers if they don't have one • Allow food and/or drinks in Library • Replace Eastern Hall- Fall 2018 	Fall 2008	Housing Maintenance Computer Services Library staff Interior Design Advisory	Facilities	
Administrative Services	Ron Laher	3	3.4	AS093403	Make plans to renovate area to increase cashier window efficiency & expand office area	<ul style="list-style-type: none"> • Structional Engineer • Secure funding • Define layout 	July 2008 - June 2008	Karen Parriott Kay Gardner	Human \$20,000 one-time funding	
Facilities	Ron Laher	3	3.4	FA093403	Replace dorm room doors & entry doors at Eastern Hall	<ul style="list-style-type: none"> • Follow capital construction implementation framework 	Plan by 5/2008 Complete by 8/2008	Keith Jarvis Pat Eilert Eme Escamilla	Human \$50,000 one-time funding	

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Facilities	Ron Laher	4	3.4	FA093404	Develop plan for replacement and upgrade of all custodial equipment	<ul style="list-style-type: none"> • Inventory all equipment • Age & life of each piece of equipment • Condition of each piece of equipment (check) 	FY 2009	J.R. Gutierrez Annette Godby Daniel Britsch Keith Jarvis	Human	
Facilities	Ron Laher	9	3.4	FA093409	Implement Phase II of sprinkler system	<ul style="list-style-type: none"> • Research funding • Develop bid specifications • Send out for bids 	July 2009	Jim Britton Keith Jarvis Don Snyder	Human \$100,000 one-time funding	
Facilities	Ron Laher	13	3.4	FA093413	Improve electrical distribution - Tebbet building	<ul style="list-style-type: none"> • Make plan for replacemtn of obsolete electrical panels • Obtain estimates for replacement • Procure funding & approval • Hire electrician to make the repairs identified 	FY 2009	Pat Eilert Keith Jarvis Eme Escamilla	Human \$20,000 one-time funding	

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Facilities	Ron Laher	18	3.4	FA093418	Address building drainage issues & deficiencies	<ul style="list-style-type: none"> • Looking for low areas where water sits • Where water does not drain away from buildings • Concrete settled lower than expected 	2009	Don Snyder Keith Jarvis Jim Britton	Human \$60,000-100,000 one-time funding	
Facilities Accomplished	Ron Laher	20	3.4	FA093420	Develop plan to irrigate the north property	<ul style="list-style-type: none"> • Whether to pump it • How to set the water from the ditch to the field • specifications for a pump house 	FY 2009	Don Snyder Keith Jarvis Jim Britton	Human	
Facilities	Ron Laher	22	3.4	FA093422	Develop an equipment replacement program	<ul style="list-style-type: none"> • Convert all classrooms to white boards • Plan equipment replacement • Remove carpet from classrooms 	Now - December 2008	Keith Jarvis, Physical Plant personnel	Human	

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Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Remodel mechanical arts building to allocate space for a student lounge, faculty offices, and a locker room	<ul style="list-style-type: none"> Remove computer lab, relocate computers to another location 	Now - Fall 2008	Leland Vetter, Keith Jarvis, Janet Martindale		
Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Build a recreation center & swimming pool	<ul style="list-style-type: none"> Identify funding sources (grants, etc.) Identify location Estimate on-going costs for the facility 	2008-2009	Financial Affairs (Ron Laher), Community Education, Athletic Department, Chamber of Commerce Rep.		
Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Build Ag/Livestock Judging/Equine facility with classrooms, offices, arena, animal housing (corrals, barn, feed/hay), meat cooler, wash room, chute system, locker room, plants lab/labs	<ul style="list-style-type: none"> Land to build/location Grants Donations Identify funding options Consult Ag faculty for building planning & architech 	ASAP (project approval) Completed faciltiy 2010	AG faculty, Financial Affairs, Donors		

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Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Remodel cosmetology building by adding on and adding massage therapy	<ul style="list-style-type: none"> • Hire architect • Consult with cosmetology faculty • Develop floor plan 	Immediately	Cosmetology, Physical Plant, VP for Financial Affairs		
Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Remodel cosmetology	<ul style="list-style-type: none"> • Additional classroom • Connect with massage therapy • Additional suites to perform services • Redesign offices • Conference room 	Immediately-until done	Janet Martindale, Cosmetology, Dr. Holcomb		
Learning Academic Division- Business and Technology	Richard Holcomb		3.4	LB0934	Need a new instructional technology center or library facility	<ul style="list-style-type: none"> • Facilities - wired for the future, room to grow • Study rooms, quiet areas, workrooms, lounge with AV area, separate offices • More staff to increase hours • Café next to library • Be highly accessible 	Immediately start planning & designing	VP for Learning, Library staff, Ron Laher		

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Learning Academic Support	Richard Holcomb		3.4	LA0934	Procure at least 6 training trailers that can be customized to respond to partners needs for training opportunities/activities in areas such as welding, construction trades, technology, health/medicine & business management	<ul style="list-style-type: none"> • Communicate with our community wide Partnership Advisory Committee • Research funding sources • Develop the framework for grants & other funding sources • Develop the basic training trailer design 	Oct. 2008 - June 2009	Workforce, Instruction, Engineers, VP of IE, College Relations, Foundation		

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Learning Academic Support	Richard Holcomb		3.4	LA0934	Plan for future growth in the library - meet the needs of a growing institution	<ul style="list-style-type: none"> • Prepare a plan to increase staffing needs • Accommodate new format of materials at all locations with electric & data access for all surfaces • Meet or exceed recognized ADA opportunities for handicap • Keep abreast of emerging technologies by reading professional materials • Provide for collection growth 	Start planning process immediately	Library Learning Human Resources State resources Physical Plant Computer Services		

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Learning Outreach	Richard Holcomb and Connie Woehl		3.4	LO0934	Centrally located training center for northern area (Osage)	<ul style="list-style-type: none"> • Purchase building from WCSD#1 • Partner/collaborate training needs • Remodel & renovate for training needs specified in Vital Initiative #2.3 • Need for trailers 	Purchase Building - July 2008 Set up partnership - Dec. 2008 Remodel - June 2009	Kim Conzelman/Northern coordinators Ron Laher Richard Holcomb Connie Woehl		
Learning Technology and Computer Services	Richard Holcomb		3.4	LT0934	Continue development & upgrade of the fiber optic, gigabit-speed (or better) network backbone to serve all users on the Torrington campus	<ul style="list-style-type: none"> • Identify funding sources & continue design, purchase & installation of high speed core network equipment • Periodically evaluate structure to provide optimum performance • Continue to extend fiber path to peripheral areas 	Ongoing	Chuck Kenyon		

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Learning Technology and Computer Services	Richard Holcomb		3.4	LT0934	Imagining software for a paperless environment	<ul style="list-style-type: none"> • Investigate different types of imaging technologies • Analyze benefits for paperless environment • Determine needs for staff • Recommend imaging technology for the college 	Fall 2009	Computer Services		
Trustee's & President's Office Partial Accomplished	Holly Branham		3.4	PB0934	Update the President's office and Board room	<ul style="list-style-type: none"> • Order furniture for President's office • Order furniture for Board room • Paint, recarpet, and provide window coverings as needed • Provide appropriate technology in Board room 	July 2008 - March 2009	Holly Branham	\$9,895 Paint, carpet, window coverings - President's office/Board room Furniture - President's office \$4,127 -Board member chairs \$6,360-Guest chairs-Board rm	

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- Better copier technology
--- Eliminate insufficient funds checks through technology

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- More efficient communication
--- Insure that the college fleet is safe to operate and that it contains the correct number and type of vehicles to address EWC's present needs

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>---</p> <p>Updated equipment/technology</p>
<p>Less rebooting/file sharing/less production time consult with computer services re: these machines Reduce downtime by 50%</p> <p>---</p>
<p>Product reviews/research Consult vendors</p> <p>Quality Efficiency/reduction of production time</p>

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Have faculty/staff trained on CMS new look up

Using past experiences as guide
After we begin implenting new system - feedback from students

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- Have videos on programs, etc. & on the web or for other uses Have more dynamic pictures on the web & publications
--- Snow & ground maintenance done in a more efficient & timely matter
--- When all systems are using their own dialer (one dialer per bldg) A fire alarm system that will notify dispatch that a particular building has alarmed Better, more specified location information

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- To have a plan developed by July 2008
--- We will have a realistic plan to redesign the retention pond
--- Parking areas developed with lighting
--- Purchase & usage of diesel tank for our equipment

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Follow planned schedule Complete schedule with allowed funding Reduced consumption
Test group data entry is successful Web-Time Entry up & running for all employees

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Lack of complaints Receive online applications

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Use of I-clicker in classroom Instructor & student feedback/satisfaction</p> <p>Availability of I-clicker or similar technology to all instructors</p>
<p>More parking is available campus wide</p> <p>Person parking only in designated areas</p>
<p>Increase in new technology in the classroom</p> <p>Every instructor has what they want as far as technology is concerned</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Purchases made Equipment is available for student use
TEB 108 will be rewired Efficiency of room usage & improved instruction

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Increase student success in DVST 0900

Computers will be used in DVST 0900, Fall 2008

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Increased student success in Math 2350/2355 Increased student use in Math 2350/2355
EWC patrons park appropriately Person parking only in appropriately designated areas (no tickets written)

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
EWC patrons park appropriately Person parking only in appropriately designated areas (no tickets written)

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

See it in statistics, patron/library interaction, evaluation/survey of services

Student & faculty interaction
Increase use of all services

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Increased number's in usage/headcount, materials
Space flows nicely

More welcoming, comfortable and active library

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Decisions of new programs to be added Ordering computers & printers Survey of faculty satisfaction Computers installed for Aug. 2008
Students survey of satisfaction and use Retention of outreach students because they feel connected to main campus

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Master plan for rotation schedule 1st year of implementation completed
15 new computers 10 new printers Automated processing Increase retention & enrollment due to better, more efficient processing

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>The new machine will produce quality permanent records for students, faculty & staff</p> <p>Student Development & EWC will have a new/efficient microfilm & imaging system</p>
<p>Evaluation of equipment & product</p> <p>Have current recording of contests as required by Region</p>
<p>Better evaluation of athletes by coaches Increased opportunities for athletes to move to 4-yr program Improvement of athletic programs</p>

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Student satisfaction survey Inventory control</p> <p>Efficiency, student satisfaction</p>
<p>Work areas become more efficient to meet individual and office needs; and more confidential to meet federal, state, and institutional standards.</p> <p>Increase efficiency and secure all confidential informatin according to established standards.</p>
<p>---</p> <p>---</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- Drive is repaired & drains properly
--- To have proper drainage from building
Tables in place Usability

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Part time students may become full time students 100% of full time students have laptop to assist in achieving their academic goals.
System is purchased System is utilized Satisfaction/learning - students & faculty

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
System is purchased System is utilized Satisfaction/learning
Desks gone - tables present Old Biol labs buried - new labs up & running Happy students, happy faculty

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Math classes will be taught in Tebbet room 110, Fall 2008

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Quality of audio support
Increased safety (lighting)
Appropriate assignement of job duties
Completion of strategies
Simplifies ease of use for computer presentations

Facility is technically up to date & facilities are usable

Measurements/Accountability

Key Predictive Indicators - how do we know if we are on the right track? (KPI)

Ultimate Goal - how do we know if we are successful? (measurement to use)

Satisfaction surveys completed by patrons

Smoother flow of traffic

Better qualitative experience

Smoother flow of traffic & relaxed patrons

Community focal point

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Quality of audio support Increased safety (lighting) Appropriate assignment of job duties Completion of strategies Simplifies ease of use for computer presentations</p> <p>Facility is technically up to date & facilities are usable</p>
<p>Plans approved Room built Room equipped Ability to offer 2-3 on-site lab science classes per semester</p> <p>Room is in use for students</p>

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Students are using Maple 10 in their math classes - survey them
10% increase in students' improvement per retesting of math compass

Recompass
Student satisfaction

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Survey (satisfaction) of H.S. administration, counselors & faculty of new hours & help
Steady number of concurrent student enrollment

10% increase in concurrent students

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Operational, current technology voice & data system designed in a structured cabling solution Completion of area renewals See above
Surveys will be used to show utilization of all facilities Survey results either parallel or exceed enrollment rates in utilization

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Daily meal counts in Cafeteria & Student Center Increased student usage Utilization of LancerNet for communication Student satisfaction survey ---</p>
<p>When salaries are in place & staff satisfied Fair compensation</p>
<p>The participation rate of population groups in the information gathering processes-- 50% response rate from each population subgroup Achievement of a 50% response rate from each population subgroup</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
New "look" for offices DEC automated Increased enrollment by 10% & 10% retention Increase number of enrollment & retention because FA can process & disburse money faster to students
Judgement of Food Service Manager Adequate staffing

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Approval of institution & Commission Formation of advisory group Architect Funds allotted for equipment
Cause & Effect

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>---</p> <p>Phase II complete by 8/2010 \$800,000 Phase III complete by 8/2011 \$600,000</p>
<p>Plans proceeding with architect (Board approval) Funds obtained</p> <p>Students eating in cafeteria Fall 2011</p>
<p>Board approves move Remodel started/finished Signs up Offices moved Building renamed</p> <p>Offices up and running in " _____ Hall"</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Survey the students When students verbally express delight and are using the areas mentioned above in a positive way
Improve ADA compliance Reduce congestion & improve access
--- Doors replaced by 8/2008

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Careful tracking of equipment and use When all equipment that needs replaced is replaced or in good working order
--- To get the entire campus up-to-date with less water consumption & less maintenance
--- Prepare & implement plan for replacement of electrical panels

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
--- Water will drain away from buildings Water will not sit in puddles in low areas
--- Fields are well watered
With funding, create a schedule to start replacing chalkboards and outdated equipment Following schedule 100% completion of planned schedule

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Survey students - are needs met? Increased student performance</p> <p>Students are their own support network or community</p>
<p>Have key stakeholders Set calendar for securing funding Fund raising & planning</p> <p>Facility planned, funded</p>
<p>Enrollment Recruitment Programs FTE's</p> <p>Increased enrollment and graduation rate State of the art facility & programs available to AG students</p>

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Students able to work & function with enough room</p> <p>Additional space for teaching, learning & future growth</p>
<p>Ability to provide multiple classes at same time</p> <p>---</p>
<p>Increases in database statistics circulation Number of people counted every half hour</p> <p>Students are using the library</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Funding is located Needs identified Trailers being designed Trailers available and ready to use

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Meet ADA standards
Aware of emerging technologies

Provide access to information regardless of format
Provide equal access to all regardless of limitations

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Operational, high-speed network that meets the growing needs of the college

We will have the local ability to roll out new technology without stressing the infrastructure of the network

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
When paper documents start becoming paperless When a majority of documents are paperless
Improved appearance and efficiency

Strategic Direction #4

•Enhance the quality of life for individuals, families, the community and region, and positively influence the economy.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing
College Relations	Tami Afdahl	10	4.1	CR094110	Encourage participation of EWC at community events	<ul style="list-style-type: none"> • Email events to Lancers • Lancer Post • Recognition of participants 	ASAP - ongoing	Kim Jones College Relations		
Learning Academic Division- Art, Humanities, and Behavioral Science	Richard Holcomb		4.1	LH0941	Increase awareness of EWC's enrichment opportunities, arts, athletics and training	<ul style="list-style-type: none"> • Build e-lists for various activities, i.e. art email list • Extend publication of college newspaper • Explore communication options to students (door hangers on dorm rooms) • College relations - regular EWC articles • Combine activities to bring in larger audiences • Develop a clear model for disseminating information 	June 2008 - June 2009	College Relations, journalism staff, committees/staff as appropriate		

Strategic Direction #4

•Enhance the quality of life for individuals, families, the community and region, and positively influence the economy.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing
Learning Academic Division- Art, Humanities, and Behavioral Science	Richard Holcomb		4.1	LH0941	Provide focused training for peace officers	<ul style="list-style-type: none"> • Post certified courses, such as writing, communication, wellness, fitness, language, etc. • Multicultural training • Research exchange programs • Advertise with regional peace officer agencies 	June 2008 - June 2009	Division Chair, Dr. Holcomb, Criminal Justice faculty, other faculty		

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Learning Academic Support	Richard Holcomb		4.1	LA0941	Raise community awareness of the library & its resources & services	<ul style="list-style-type: none"> • Collaborate with school district librarians to meet the needs not met by school district libraries • Classes to library-grade school, high school, special groups • Outreach to area schools & community centers/organizations • Develop programs with EWC faculty & high school teachers • Reestablish programs designed & implemented by the library staff - Open mike night for poetry/creative writing/music, evening with an Author, cowboy poets, storytellers - children's literature class, feature science fiction authors & guest speakers - special topics 	Immediately	Library Community Education College Relations Learning		

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Learning Outreach	Richard Holcomb and Connie Woehl		4.1	LO0941	Be known as the community's educational center	<ul style="list-style-type: none"> • Outside signage • Info packets at Chamber of Commerce • Word of mouth • Sponsor events to draw people in • Partnerships - schools, WFD, public libraries, GEAR-UP, Chamber of Commerce • Advertise success stories at centers 	May 2009 - Outside signage Aug. 2008 - Info packets Aug. 2008 - Sponsor events--one at each outreach site Ongoing - Partnerships Now - Advertise success stories on the web, leave on	Outreach coordinators, Connie Woehl, Webmaster, Foundation, GEAR-UP, College Relations		
Student Services	Marilyn Cotant	21	4.1	SS094121	Provide additional parking by removing grass area west of Activities Center	<ul style="list-style-type: none"> • Remove grass on the west side of drive (east of current parking) to add second or third level of badly needed parking 	September 1, 2008	Verl Petsch Buildings & Grounds Departments		

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Student Services	Marilyn Cotant		4.1	SS0941	Reestablish an annual career conference involving regional & service area high schools	<ul style="list-style-type: none"> • Identify chair person for activity including area public school administration • Create campus/community advisory committee • Involve campus & community members on committee • Develop career clusters & presentations • Enlist & solicit enough help • Establish sufficient budget (\$8000) • Provide necessary secretarial/resource support • Provide snacks & meals 	Planning - Fall 2008 Conference - Spring 2009	Anne Gardetto VP for Student Development staff	Human Facilities	N

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Student Services	Marilyn Cotant		4.1	SS0941	Become focal point of community	<ul style="list-style-type: none"> • Offering events, opportunities, training and promotions that will benefit the community exclusively. i.e. Athletic campus, personal enrichment 	Summer 2008	Athletics Community Education Arts & Music Instruction	Human	E
Learning Academic Division-Sciences	Richard Holcomb		4.2	LS0942	Increase course offerings in geology, GIS & pre-engineering	<ul style="list-style-type: none"> • Hire an instructor (faculty) to teach physics, geology, GIS, introductory engineering courses • Offer on-campus geology course • Offer GIS training to community & students with a major in Wildlife/Rangeland Management • Create pre-engineering program 	Fall 2009	Science Division faculty & Division Chair VP for Learning		

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Learning Academic Support	Richard Holcomb		4.2	LA0942	Develop a standardized and efficient process to customize and deliver training opportunities/activities throughout the entire EWC service area	<ul style="list-style-type: none"> • Outline a process that is responsive to the needs of partners. • Investigate funding and other resources to offset the cost of training • Explore the possibility of streamlining processes for adding credit classes 	October 2008 - July 2009 (to follow the establishment of the committee)	Workforce ABE Program Outreach Local business V. P. for IE GEAR-UP Instruction College Relations		
Institutional Effectiveness	Dee Ludwig	9	4.3	IE094309	Become an informational resource for community businesses, industries, agencies	<ul style="list-style-type: none"> • Develop indexed resource database • Presentations to businesses, industries, agencies • Develop info brochure for distribution • Work with Workforce office • Work with Outreach 	March 2008 - June 2009	Dee Ludwig, Kim Russell, Lynn Wamboldt	Human	N

Strategic Direction #4

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Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing
Learning Academic Division-Business and Technology	Richard Holcomb		4.3	LB0943	Create program for fluid power technology	<ul style="list-style-type: none"> • Identify industry needs • Survey prospective students • Call successful programs to find out how it works 	Now - 3 years	Leland Vetter, Workforce Development		
Learning Academic Division-Business and Technology	Richard Holcomb		4.3	LB0943	Create new program for electrical lineman training	<ul style="list-style-type: none"> • Identify industry needs • Locate qualified instructors • Set up training area (possibly on north campus) • research successful programs & identify their strengths 	2008-2009	Leland Vetter, Workforce Development		

Strategic Direction #4

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Learning Academic Support	Richard Holcomb		4.3	LA0943	Establish community-wide partnership - advisory committee	<ul style="list-style-type: none"> • Identify existing business/community/educational alliances • Identify commonalities and needs as they relate to the development of partnerships • Identify partnership "gaps" within the entire EWC service area 	April -October 2008	Workforce ABE Program Outreach Coordinator V. P. for IE GEAR-UP Instruction College Relations		

Strategic Direction #4

•Enhance the quality of life for individuals, families, the community and region, and positively influence the economy.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing
Learning Outreach	Richard Holcomb and Connie Woehl		4.3	LO0943	Review services in each of the outreach sites to expand the focal point	<ul style="list-style-type: none"> • Associate Dean for Outreach will visit each site to discuss with coordinators and school administration strengths of EWC, help in the community, our partnership, and possibilities for change • Use demographics & data to devise the plans • Each coordinator will write a site-based process plan • Meetings with individual coordinators to implement plans 	Travel finished by Sept. 2008 Plans finished by Dec. 2008 Meetins (round 2) and implementation by April 2009	Coordinators Connie Woehl		

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Feedback from EWC faculty & staff Feedback from community ---</p>
<p>Number of events increase Attendance at events increases Increased attendance at EWC programs and activities</p>

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Courses will be created, available, and evaluated
Post certification will be obtained
Peace officers will be aware of opportunities

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Increasing attendance
Positive evaluations

Attendance & response at programs
Feedback & suggestions

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
100% signage at all outreach sites meeting exceptional standards 100 % funding of events at all outreach sites
Added parking spaces Provide parking for activities and heavy class days

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)

Ultimate Goal - how do we know if we are successful? (measurement to use)

Career conference being planned & held

Significant increase in the number of college district students enrolling at EWC

Positive evaluations from presenters & participants
Excellent participation & support of area schools/students/staff

<p>Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)</p>
<p>Survey the community, current students, minority groups and non-trads</p> <p>Number of participants</p>
<p>Full-time instructor qualified to teach geology, GIS, physics & introductory engineering Courses offered & taught (geology, GIS, Intro to engineering)</p> <p>Students enrolled in new course Increased interaction with community businesses that need GIS training</p>

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Increased employer requests Committee evaluation of the process Community recognition Training opportunities occurred following the process
Satisfaction of clients (survey) Call log from interested groups Number of contacts with businesses, industries, agencies Number of referrals

Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Positive feedback from industry Have established program
Companies contract with the college to provide employee training Increased enrollment Qualified/certified graduates

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Positive feedback from members

Committee is established and 3 main strategies are completed

Measurements/Accountability
Key Predictive Indicators - how do we know if we are on the right track? (KPI)
Ultimate Goal - how do we know if we are successful? (measurement to use)

Community survey of satisfaction
Enrollment figures

Improved use of EWC outreach in each community

Strategic Direction #5

•Recognize and extend our global reach.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing	Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Human Resources	Lynnea Bartlett	4	5.1	HR095104	Encourage employee diversity	<ul style="list-style-type: none"> • Review Affirmative Action Policy • Diverse selection committees • Employment Advertisements 	July 2008	HR Office			<p>Receive applications from diverse group</p> <p>Hire qualified applicants from diverse backgrounds</p>

Strategic Direction #5

•Recognize and extend our global reach.

Group	Supervisor	Priority	Initiative Number	Key #	WHAT? Strategic Objective	HOW? Strategies	WHEN? Timeline	WHO? Team or Responsible Persons for Leading Strategic Objective	RESOURCES: Human Technology Facilities Equipment	CODE: N = New E = Existing	Measurements/Accountability Key Predictive Indicators - how do we know if we are on the right track? (KPI) Ultimate Goal - how do we know if we are successful? (measurement to use)
Learning Academic Division-Science	Richard Holcomb		5.1	LS0951	Increase diversity in student populations Increase countries of origin of students; then increase number of students from those counties	<ul style="list-style-type: none"> Use uniform method of acceptance (All Wyoming Community Colleges - TOEFL, interview, etc.) Make EWC easily accessible to international students Market EWC to Japan, China, India, Mexico, Germany, England, Poland, Brazil, Argentina, Australia Recruiters-Coaches-1st Line: check international databases of potential student/athlete travel "international" high schools in US Increase activity offerings (soccer) of interest to international students 	Accessible - July 1, 2008 Market - 2009 Recruit - 2009 Add activities - 2010	Tami Afdahl Athletics Recruiters V.P. for Student Development			Ensure student requirements meet minimal Federal/State rules Visible signs of marketing (website section specifically aimed at international students with specific directions for countries listed) Fall 2009 - 3 international volleyball players 4 men and women basketball players Fall -20106 international soccer players Livestock judging team - 3 people Increase international students by 10%

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Learning Academic Support ESL population is 22% of total ABE/ESL student population	Richard Holcomb		5.1	LA0951	Increase the diversity of students and staff at EWC	<ul style="list-style-type: none"> • Provide in-service on diversity • Recognize/celebrate existing diversity • International night • Evaluate our demographics & identify areas for growth/recruitment • Develop recruitment plan 	April 2008 - Aug. 2009	Recruiting, Instruction, Human Resources, Student Services, Workforce, ABE, GearUp, EWC staff			<p>In-service completed by 75% of staff Recruitment plans implemented</p> <p>Have a positive change in our demographics by 2009 fall semester</p>

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Learning Academic Support	Richard Holcomb		5.1	LA0951	Provide rotating displays in the library that add to the classroom learning experience	<ul style="list-style-type: none"> • Powerpoints • Celebrate various holidays/months - Chinese New Year, Easter Bonnet contest, Black History month, Women's History • Various other activities as submitted by faculty/staff & students • Get student clubs involved • Display works by faculty/staff & students that add to the classroom activities 	Fall 2008	All college employees Departments Students			Employee & student participation Evaluations To have a constantly rotating display & self learning opportunities

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Institutional Effectiveness	Dee Ludwig	8	5.2	IE095208	Explore funding opportunities for international travel for students and employees	<ul style="list-style-type: none"> • Research grants • Brainstorm with employees (other groups) with similar interests • Research partner opportunities with other institutions • Explore links with student academic programs - i.e., honor's program • Develop monetary goal 	May 2008 - Dec. 2008	Dee Ludwig, Kim Russell, Lynn Wamboldt, Lynnea Bartlett, Richard Holcomb	Human	N	Input from brainstorming session(s) Interest from donors Reach monetary goal

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Learning Academic Division- Arts, Humanities, and Behavioral Science Technology and Computer Services	Richard Holcomb		5.2	LH0952	Create a prepared environment for international students through providing courses such as history, civilization, culture, communication, language and investigation of other programs	<ul style="list-style-type: none"> • In-Service training • Provide specific courses • Professional development opportunities • Visit other schools and programs • Examine courses for cultural instructional opportunities • Encourage multi-cultural inclusion • Create cultural awareness committee • Create Global Reach Think Tank 	Immediately & ongoing	Leadership Team, Dr. Holcomb, Faculty Council			<p>Participation of employees in training</p> <p>Student participation in international programs</p> <p>Engagement of students in communities</p> <p>Existing course evaluation</p> <p>Increased international student numbers on campus and student travel abroad</p>

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Learning Academic Support	Richard Holcomb		5.2	LA0952	Develop tours (literary, historical, etc.) via librarians around the world	<ul style="list-style-type: none"> • Establish relationships with various librarians in other countries • Work with community ed., faculty (English), art & music to establish topics • Develop a plan that reflects the rotation of classes • Develop outreach opportunities that can be accessed on the web 	Planning - immediately Implementation - 2010 or later	Faculty Learning Community Ed. Library			Attendance Evaluations Demand for tours Successful tours Positive feedback Continuing program

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Student Services	Marilyn Cotant		5.2	SS0952	Provide all students & employees to meet the challenges of an ever changing world.	<ul style="list-style-type: none"> • Increased programs • Increased technology • Expand ESL program to meet the needs of our international & minority students • Encourage & welcome professors from different culture & backgrounds • Establish & encourage exchange programs for employees & students 	Establish and expand programs immediately to be implemented by Fall 2008, with improvements to be made within the next year	ESL, Instruction, Financial Aid, Foundation, Student life, Community, and others as needed	Human \$_____		Increase in international and minority enrollment and retention by 30% Employee and student exchange rate increase by 2% both coming in and going out Increased international and minority scholarship funds by 50% Surveys used to measure feedback on exchange programs by employees and students Increase staff and faculty as needed by education and placement that accommodates requirements as needed by two or more people Surveys used to measure feedback on exchange programs by employees and students
Facilities	Ron Laher	11	5.3	FA095311	Plan for Replacement of Activity Center building doors	<ul style="list-style-type: none"> • Evaluate condition of doors • Prepare estimates for bidding documents 	March 2008 - June 2009	Eme Escamilla Keith Jarvis	Human		--- Prepare & implement a plan to Activity Center doors & frames

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Student Services	Marilyn Cotant	13	5.3	SS095313	Increase international students attending EWC and promote global awareness	<ul style="list-style-type: none"> • Join international recruiting tour for Eastern Europe • Double money for travel • Double money for scholarships • Create international student support group • Recruit abroad • Work with other institutions who have multi-cultural students and/or clubs • Work with athletics • Utilize current international students to recruit with/for EWC 	Summer 2008	Recruiting office - Mel & Jami VP of Financial Affairs, Financial Aid Athletics Multi-Cultural Personnel	Human \$20,000	N	15% increase of international students starting 2010 through 2013 ---
College Relations	Tami Afdahl	5	5.4	CR095405	Create a dynamic look for EWC to elevate the brand	<ul style="list-style-type: none"> • Update style guide • Publication templates 	May 2008	Sondra Stapleton College Relations	Human Technology		All advertising is similar (branded) Employees using templates ---

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College Relations	Tami Afdahl	7	5.4	CR095407	Seek out & try new modes of delivering the EWC message	<ul style="list-style-type: none"> • Use google advertising for certain programs • Investigate putting EWC on myspace • Consider different delivery methods for EWC schedule • catalog on CD 	Throughout the 08-09 year	Tami Afdahl College Relations input taskforce	Human Technology \$5,000.00		--- ---
College Relations	Tami Afdahl	9	5.4	CR095409	Develop publications that highlight technical & transfer programs	<ul style="list-style-type: none"> • Work with instructors to obtain current up-to-date information • Produce in house for on demand production 	Aug./Sept. - Instructor input May - July Layout done March-May Photos	Tami Afdahl, Kim Jones, Linda Evans, Darci Duran, Sondra Stapleton, Instructors	Human Technology		Requests for publications-Number of requests No baseline goal to establish baseline Periodic electronic surveys-What brought you here URL Tracking
Institutional Development	Lynnea Bartlett	1	5.4	ID095401	Expand alumni relations	<ul style="list-style-type: none"> • Target alumni through newsletter & annual fund letter • Raise awareness through Distinguished Alumni Program - send out postcard • Explore "Sell a Brick" fundraisers 	June 2008 - June 2010	Development Dept. College President	Human \$10,000		Receipt of letters by alumni (database accuracy) Percentage of alumni participation Dollars raised Funding from alumni

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Learning Academic Division-Business and Technology	Richard Holcomb		5.4	LB0954	National recruitment Visits outside our region (mountain west, NE, WY)	<ul style="list-style-type: none"> • Travel to schools (East Coast, West Coast, South) • Travel to National Events specific to programs • Recruitment 	ASAP (now)/next term	Recruiters, program leaders (coaches)			FTE's, Enrollment, Graduation More students from outside our region
Learning Academic Division-Business and Technology	Richard Holcomb		5.4	LB0954	EWC signs on the Interstate Highways (billboard or highway department)	<ul style="list-style-type: none"> • Contact WY State highway department • Lease billboard(s) space on highways 	2008-2009	College Relations dept.			Placed near Wheatland In Cheyenne Increased awareness, visibility of college location

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Learning Academic Division-Science	Richard Holcomb		5.4	LS0954	Improve awareness of EWC & expand our reach beyond the Rocky Mountain region	Investigate advertising outlets based on intended audience, i.e. for specific programs in Trade Journals <ul style="list-style-type: none"> Investigate changes needed in Web Page (design, updates, program links, etc.) Capitalize on free advertising opportunities-- newspaper feature stories, student awards/achievements, etc.) 	April - August 2008	College Relations with input from faculty, club sponsors, coaches, outreach coordinators, Dr. Holcomb			Number of articles & ads that appear Current information on Web Page Number of students enrolling from outside the region Web Page stats Widespread awareness of EWC , its programs, & its students

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President's Office/Board of Trustees <i>Accomplished</i>	Holly Branham		5.4	PB0954	Fund College's 60th Anniversary celebration	Invite community to participate in celebration of EWC's 60 years of excellence <ul style="list-style-type: none"> • Food will be served • Demonstrations in classrooms • Entertainment • Open houses in Vet Tech and Cosmetology • Local artist featured in Fine Arts lobby • Campus tours 	September 14, 2008 3:00 - 6:30pm	60th Anniversary Committee - Tami Afdahl, Dee Ludwig, Keith Jarvis, Holly Branham, Patti Sue Peterson, Deb Rutherford, Lynnea Bartlett, Linda Evans, Sondra Stapleton, Kim Jones, Darci Duran, Dixie Kroenlein, Donna Charron	Human \$10,000 <i>\$12,745.76 Actual Cost</i>		Count attendance for tours and ribbon cuttings and general attendance Total count includes a high number of community members

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Student Services	Marilyn Cotant	6	5.4	SS095406	Promote the college locally, regionally & nationally	<ul style="list-style-type: none"> • Develop stronger partnerships with Outreach, GEAR-UP as well as other outside entities • Establish more FA opportunities with high schools in Torrington & Outreach • Provide updated FA marketing pieces • Provide more international student scholarships 	August 2008	Financial Aid Director & staff VP for Financial Affairs GEAR-UP Director Outreach Coordinators Recruiters	Human		Increase financial aid activities by 10% 100% increase to international scholarship budget increase in enrollment by 10%

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Learning Academic Division-Science	Richard Holcomb		5.5	LS0955	Expand existing programs in wildlife & range management and create new program in pre-engineering	<ul style="list-style-type: none"> • Hire full-time faculty to teach courses in geology, GIS, physics, & pre-engineering • Offer courses such as geology, GIS & pre-engineering • Obtain GIS software & additional GIS, GPS equipment & needed equipment & software for pre-engineering courses 	Fall 2009	Science cluster Division Chair VP for Learning			Hired qualified FT faculty Courses listed above offered in schedule Increase number of courses offered to wildlife/range management majors Have program/courses for pre-engineering program majors Number of students enrolled in & completing wildlife/range management Students enrolled in pre-engineering program Number of courses offered in wildlife/range management program ---
Learning Academic Division-Science	Richard Holcomb		5.5	LS0955	Provide continuing education/enrichment programs - encourage by providing time/money						