12-month Work Plan-July 1, 2015 to June 30, 2016
Prepared by Paul Beckworth, Updated June 22, 2015

Student Success
- Ensure a seamless transition to Degree Works
- Strengthen and grow the Career Center as well as the International Student Program
- Map out all students into cohorts or homerooms
- Encourage faculty to work/cross train outside their immediate workspace

Student Progression and Completion
- Aggressively target the probation/disqualified student population by utilizing faculty and staff from various areas
- Team up with the Outreach Department in targeting high school students with the desired outcome of having all incoming high school students fully matriculated by the time they graduate
- Implement training for non-counseling faculty on the role they play as first line interventionists, and how to effectively use their influence to lead to student success
- Communicate, and collaborate, with the State Chancellor’s Office about the importance of Veteran Services within the framework of the Equity Plan

Facilities
- Support and enforce all safety guidelines, and ADA compliance, as put forth by all college, district, state, and federal policies
- Work with M&O on facilities needs and wants

Oversight and Accountability
- Continuously audit numbers of students seen, peak hours, to ensue best use of services
- Monitor customer service through new student survey
- Create effective Program Review in order to formalize our oversight and accountability process

Leadership and Engagement
- Engaging with other deans, directors to absorb information, integrate ideas and acquire critical knowledge for this role
- Provide supervision for Counseling Services, Veterans Services, International Student Program, and Career Services with the goal of assimilating the common criteria, among them while maintain currency in their own areas
- Communication with department personnel, standing meeting with department chair. More visits to the Delano Campus and classrooms
- Offer, and encourage faculty professional development opportunities
- Close the gap between the various areas of the Counseling Department through vigorous dialogue, encouragement, and candor