**Active Cycle (academic year):** 2012-13  
**Area (Department/Program):** College Transitions  
**Person Responsible:** Amy Kleeman, AVP, College Transitions

<table>
<thead>
<tr>
<th><strong>Plan</strong></th>
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<tr>
<td><strong>1. Goal</strong>—principal purpose of plan (include how this relates to serving students or increasing student success or supporting LifeMap)</td>
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| **2. Objectives**—what will be accomplished and measured | Improve communication and collaboration among College Transitions team and with external stakeholders.  
Establish, document & initiate more efficient and effective structure and processes within each unit.  
Identify professional development training opportunities and conduct coaching sessions with staff. |
| **3. Measures and Findings**—How specifically measures will be conducted. How will we know the objective has been achieved? | Monthly reports will be developed to document activities.  
Dashboards will be developed to report key unit metrics for use in reporting and sharing of information with college and community constituents.  
Coaching plans & professional development series for staff will be developed. |
| **4. Action Plan**—what is the implementation plan? | Conduct processes and gap analysis within each unit.  
Revise processes and communicate changes.  
Conduct monthly director reports staff meeting with AVP.  
Establish schedule for ongoing meetings with key collaborators/constituents.  
Partner with Organizational Communication & Development to initiate professional development series appropriate for staff needs. |
| **5. Achievement Summary/Analysis**—What was learned from the assessment results? What changes will you make in your initiative for the year to come? |  
| **6. General Education Learning Outcome** |  
| **7. Strategic Plan Outcome** | Goal 1: Build Pathways; Goal 3: Invest in Each Other |

#6 and # 7 Under Outcomes in WEAVE, you can select “General Education Learning” and/or “Strategic Plan Outcome” from the drop down list in WEAVE. You can select all that you believe relates to your Goal and Objective.