This form provides a documentation template for annual Departmental Action Plans designed to describe unit outcomes that contribute to the College Strategic Plan and/or improve the educational programs and processes of Student Affairs at Valencia. Each Student Affairs Department will develop at least one department action plan annually. Initial information and projections describe the PLANNING PHASE of the process. At the conclusion of the project/activity time frame initial information and projections will be updated by completing an EVALUATION PHASE including modifications, outputs and outcomes. Both planning and evaluation information will be organized according to parallel criteria including: (1) a formal goal statement, (2) outcome measures, (3) collaboration with stakeholders, (4) evaluation methods and (5) use of results for improvement of unit performance in meeting established outcomes. The overall process will effectively review and document specific measures of educational effectiveness.

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**DEPARTMENT:**  Student Affairs  
**LEADER(S):**  Dr. Sonya Joseph  
**TITLE OF PLAN:**  Coordination of Grant Initiatives  
**START DATE:**  July 1, 2009  
**END DATE:**  June 30, 2010

<table>
<thead>
<tr>
<th>CRITERIA</th>
<th>IMPLEMENTATION OF PLAN</th>
<th>EVALUATION OF PLAN</th>
</tr>
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<tbody>
<tr>
<td>1. Goal-principal purpose and objectives of plan</td>
<td>Serve as primary Student Affairs contact and coordinator for Developmental Education Initiative and other grant-related activities.</td>
<td>Served on the DEI team; Represented Student Affairs at the Strategy Institute.</td>
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| 2. Outcome Measures-how plan will be reviewed and measured outcomes | 1. Determine Student Affairs role in grant(s)  
2. Work with Grant Director(s) to ensure appropriate Student Affairs staff participate in grant(s)  
3. Review Student Affairs budget and staffing to determine how to mainstream successful grant initiatives  
4. Continue to guide the recommendations from the Foundations of Excellence Dimension Teams into the grant work and into our work with students | 1. Still working on developing Student Affairs connection to the Developmental Education Initiative. Have served as Resource for DEI team and provided information and research as needed. With the development of Learning Communities, Student Affairs role will grow.  
2. N/A  
3. N/A  
4. Continued to develop the New Student Experience Committee and monitor the progression of the recommendations. |
| 3. Collaboration with Stakeholders-individuals and groups involved in the planning and implementation | Academic Affairs, Student Affairs, Office for Information Technology, Students |                                                                                  |
| 4. Evaluation-process employed to evaluate effectiveness | 1. Successful grant initiatives are infused into everyday practice of Student Affairs staff  
2. Foundations of Excellence recommendations | 1. Bridges expansion (part of DEI) has begun. Staff being hired and trained to support growth in program. |
| 5. **Use of Results**-how plan will/has impacted learning environment of VCC and improvement of the educational programs and/or processes | Review of grant(s) after year one to determine if Student Affairs has served as partners in the design and implementation of the initiatives. Make changes for second and third year of the grant(s) as needed. | Changes next year will include a deeper involvement of Student Affairs staff as we begin to develop Learning Communities and begin to explore and integrate LifeMap: College Success Skills. |