

Priority One – Academic and Co-Curricular Excellence

Initiative 1.1: The College will actively participate in the cultural and scholarly development of our students.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Host two major events each year that present on topics that are relevant, engaging, and that focus on the development of the whole student and cultivate a community spirit.	Fall 2017	Spring 2022	\$7,500/year	VP of Academic and Student Affairs	AY17-18: 2 events MET AY18-19: 2 events AY19-20: 2 events AY20-21: 2 events AY21-22: 2 events

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - “Documenting the Undocumented”, presented by Dr. Marta Caminero-Santangelo, professor of English and director of the Center for Latin American and Caribbean Studies at the University of Kansas (October 17, 2017).
 - “The Hatred of Poetry,” presented by Ben Lerner, Distinguished Professor of English at Brooklyn College (April 27, 2018).
 - Performance Indicator for AY17-18: **MET**.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.1: The College will actively participate in the cultural and scholarly development of our students.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Enhance annual co-curricular and extra-curricular student activities, e.g. student clubs and intramurals.	Fall 2017	Spring 2022	\$5,000/year	Director of Student Success	Student Satisfaction Surveys show increased ratings and participation in co-curricular activities each year (30 Thursdays, Intramurals, and cultural celebrations)

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - The Nursing Department added the Student Nurses Association.
 - Fall 2017, Power Hour was rebranded as "30 Thursdays" to increase student participation and attendance
 - Full-time Program Support Specialist hired.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.1: The College will actively participate in the cultural and scholarly development of our students.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Conduct annual multicultural event.	Fall 2017	Spring 2022	\$1,000/year	Director of Student Success	Student Satisfaction Survey will show increased ratings and participation each year

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring, 2018:
 - Multicultural Fest held on April 29, 2018 with many cultural and ethnic groups represented. Assessed survey and will reorganize event and offer in the Fall, 2018 to attract more students and families.
 - AY17-18 **MET**

Priority One – Academic and Co-Curricular Excellence

Initiative 1.1: The College will actively participate in the cultural and scholarly development of our students.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Sponsor five cultural and academic student workshops per academic year.	Fall 2018	Spring 2022	\$1,500/year	VP of Academic and Student Affairs	AY18-19: 5 events AY19-20: 5 events AY20-21: 5 events AY21-22: 5 events

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Develop a framework to collect and analyze assessment data to inform continuous program improvement.	Fall 2017	Fall 2018	\$2,000	Assessment Council	1. Framework developed. MET 2. Framework implemented. MET 3. Framework assessed for effectiveness.

Updates (Spring 2018, Spring 2019):

- Spring 2018:
 - The framework has been developed and approved by the Student Learning Outcomes Committee and the Assessment Council. **MET**
 - The framework has been implemented and new Assessment Plans are being executed. **MET**

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Offer hybrid courses in each academic program.	Fall 2017	Spring 2021	\$26,000	Academic Chairperson	AY18-19: 2 courses in IT/IS AY18-19: 2 courses in OL AY19-20: 2 courses in LAS AY20-21: 1 course in NU

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021):

- Spring 2018:
 - Due to the redirection of focus on the HLC directives and the changes to LMS platforms, the IT/IS courses have not been identified nor developed into hybrid delivery formats.
 - With the implementation of the new LMS (Canvas) beginning in June 2018, the delivery date for these courses in a hybrid method will start in AY 18-19.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Strengthen pathways in STEM and Pre-Engineering by establishing articulation agreements with three other institutions.	Fall 2018	Fall 2020	N/A	Academic Chairperson VP of Academic and Student Affairs	Fall 2018: 1 agreement signed Fall 2019: 1 agreement signed Fall 2020: 1 agreement signed

Updates (Spring 2019, Spring 2020, Spring 2021):

- Spring 2018 Update:
 - Donnelly is building STEM program capacity through multiple current federal grants, two from the National Science Foundation and two from the Department of Education. The most recent grant is a collaborative project with University of Missouri-Kansas City’s School of Computing & Engineering.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Promote Service Learning projects and completion through our academic programs.	Fall 2017	Spring 2022	\$2,000/year	ASA Leadership Team	AY17-18: 1 project MET AY18-19: 2 projects AY19-20: 3 projects AY20-21: 3 projects

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Project LOUD (Literacy Outreach in Urban Districts) establishes a reading partnership between Developmental Education students at Donnelly College and at-risk elementary students at public and Catholic schools in the urban core. To prepare for the project, Donnelly Preparatory Education students spend six weeks reading a wide range of poetry—from published poets to contemporary rappers—and then using these examples to compose their own original poetry. Each Donnelly student then select a variety of published and original works to read to and with the two or three elementary school students with whom they are paired. For AY17-18, the project was carried out at Holy Name Catholic School on Southwest Blvd. in KCK.
 - AY 17-18 **MET**

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
E. Continue participation and project completion in the HLC Assessment Academy.	Fall 2017	Spring 2021	\$55,000	Assessment Council	AY17-18: Status report to HLC MET AY18-19: Status report to HLC AY19-20: Status report to HLC AY20-21: Status report to HLC

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021):

- Spring 2018:
 - Secured a grant from the Ewing Marion Kauffman Foundation in July 2017 for \$51,573 to support Assessment Academy participation.
 - Status report submitted to HLC/Academy Mentor. Received response from Academy Mentor and changes will be implemented in the next report. **MET**

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
F. Develop an academic and co-curricular program review process.	Fall 2017	Spring 2019	N/A	Director, Student Success Assessment Council	Framework developed. MET Framework implemented. MET Assessment of framework effectiveness.

Updates (Spring 2018, Spring 2019):

- Spring 2018:
 - Program Review framework and process developed for both academic and co-curricular programs. **MET**
 - A Program Review rubric has been developed and implemented **MET**
 - Program Review process has been implemented and reports are being evaluated by the Assessment Council.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.2: The College will use assessment data to develop curricula and programs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
G. In consultation with the Archdiocese, oversee an academic pre-theology program for potential seminary students.	Fall 2017	Fall 2019	\$12,000/year	VP of Academic and Student Affairs	Courses developed. Program approved. Program offered.

Updates (Spring 2018, Spring 2019, Spring 2020):

- Spring 2018:
 - At this time, we are only offering Philosophy courses; students, seeking to take these courses, may also be enrolled in other academic programs at DC.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Foster a dynamic Sacramental life for students, staff and faculty by offering daily mass, weekly confessions, and other devotional opportunities.	Fall 2017	Spring 2022	\$2,000/year	VP of Spirituality and Mission	Increase participation in Campus Ministry activities by 50% annually.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Daily Mass is offered for faculty and students.
 - Sacramental Confession is offered on Wednesdays and Thursdays.
 - Ash Wednesday Services.
 - Pre-seminary students conducted Ash services.
 - The Holy Rosary and Stations of the Cross offered on Wednesdays and Fridays of Lent.
 - Increase event participation annually by 50%, using baseline data for AY17-18:
 - Daily Mass: 10 (average)
 - Sacramental Confession: 10 (average)
 - Ash Wednesday Mass: 30 (average)
 - Holy Rosary: 10 (average)

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Facilitate Catechesis and Biblical studies for members of the Donnelly community.	Fall 2017	Spring 2022	\$2,500/year	VP of Spirituality and Mission	Conduct two bible study series annually (1 per semester) AY 17-18: 2. MET AY 18-19: 2. AY 19-20: 2. AY 20-21: 2.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Theological Discussion groups held for informal formation.
 - “Faith Matters” discussion group at Sanctuary of Hope, an ecumenical retreat center in urban Kansas City, Kansas.
 - Results from the Campus Ministry Survey discussed in 1.3C will also inform this action.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Pastoral outreach to students seeking full integration into the Church by holding an annual RCIA program suitable for college students.	Spring 2018	Spring 2022	\$1,000/year	VP of Spirituality and Mission	Campus Ministry Student Survey developed. MET Administer Campus Ministry Survey at all Orientations and to all returning students in Fall 2018. Administer Campus Ministry Survey to all new students annually beginning in 2019-20.

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Prepared a campus ministry survey for new and returning students to determine their Sacramental needs.
 - Shared survey with Cabinet and Student Services for incorporation at New Student Orientations held Summer 2018 .
 - Outlined strategy to also survey all returning students in Fall 2018.
 - Individual Catechesis to candidates for Confirmation. (conducted by Br. Martin Navarro & Sr. Marie Kathleen Daugherty)

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Sponsor and support a thriving Pro-Life Club.	Fall 2017	Spring 2022	\$2,000/year	VP of Spirituality and Mission	Hold regular Pro-Life Club meetings. Annually attend <i>March for Life</i> in Washington, D.C. Offer a local pro-life activity each academic year. Spring 2018 MET Spring 2019 Spring 2020 Spring 2021 Spring 2022

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Students participated in the national March for Life rally in Washington, DC. **MET**
 - A Pro- Life Club has been formed and began meeting.
 - Lisa Stoothoff, VP of Academic & Student Affairs, is the Faculty Advisor, together with Fr. John Melnick, VP of Spirituality and Mission.
 - Student participation at National Pro-Life Convention in Kansas City, KS June 29-30.
 - This club is already preparing for the 2019 Pro-Life March in Washington, DC.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
E. Provide regular semester meetings for students, staff and faculty interested in aspects of campus ministry programming.	Fall 2017	Spring 2022	\$200/year	VP of Spirituality and Mission	Organize monthly meetings for Community during academic year. (6 annually)

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Results from the Campus Ministry Survey discussed in 1.3C will be reviewed in these planning meetings in 2018-19 and inform discussion of programming plans.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.3: The College will implement a thriving campus ministry program.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
F. Hold ministry events each semester targeted to specific demographics or campus-wide participation.	Fall 2017	Spring 2022	\$2,000/year	VP of Spirituality and Mission	Sponsor two events annually: 2017-2018 MET 2018-2019 2019-2020 2020-2021 2021-2022

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Fr. F. Sandoval presentation on Catholic Social Teaching and the oppression of El Salvadorans during El Salvador’s civil war.
 - Retreat Day: Airing of the movie, “The Mission,” and reflection/discussion on Immigration, rights & dignities of human personhood.
 - Campus showing of “The Agony of the Christ”.
 - Campus Movie “Romero”.
 - Campus Ministry sponsoring students for KC debut of the movie “The Apostle Paul”.
 - AY 17-18 **MET**

Priority One – Academic and Co-Curricular Excellence

Initiative 1.4: The College will develop an internal and external communication plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Highlight successes and accomplishments of students and alumni.	Summer 2018	Spring 2022	\$15,000	Director of Marketing Cabinet	Add external e-mail communication channel. Maintain media channels currently in place: internal email, external print, web and social. Formalize internal framework to identify accomplishments in need of highlighting.

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Plans underway to expand existing communication plan to include an e-newsletter to be e-mailed to all Donnelly database in Fall 2018, supplementing the internal Donnelly Community correspondence, “The Weekly”, and the biannual external publication, the *Digest*.
 - Alumni Hall of Fame external website is undergoing revisions for launch in Summer 2018.
 - Integrate Alum Hall of Fame into SHINE annual fundraising event again in 2018 to better highlight alum success to larger audience.
 - New (internal) Alumni Committee representing advancement staff, student services staff and faculty representatives will launch in Fall 2018.
 - New Social Media strategy was launched in Spring 2018, using student-produced videos to introduce students to a larger audience. Three created and shared.
 - Press Releases continue to be sent, when warranted, to promote Donnelly accomplishments and news.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.4: The College will develop an internal and external communication plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Highlight employee successes and accomplishments.	Fall 2017	Spring 2022	N/A	Director of Marketing Cabinet	Add external e-mail communication channel. Maintain media channels currently in place: internal email, external print, web and social. Formalize internal framework to identify accomplishments in need of highlighting.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Plans underway to expand existing communication plan to include an e-newsletter to be e-mailed to all Donnelly database in Fall 2018, supplementing the internal Donnelly Community correspondence, “The Weekly”, and the biannual external publication, the *Digest*.
 - Executed current communication plan with stories about faculty and staff successes on in existing channels.

Priority One – Academic and Co-Curricular Excellence

Initiative 1.4: The College will develop an internal and external communication plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Promote the accomplishments, priorities and goals of the College.	Summer 2018	Spring 2022	\$15,000	Director of Marketing Cabinet	Add external e-mail communication channel. Maintain media channels currently in place: internal email, external print, web and social. Formalize internal framework to identify accomplishments in need of highlighting.

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Plans underway to expand existing communication plan to include an e-newsletter to be e-mailed to full Donnelly database in Fall 2018, supplementing the internal Donnelly Community email correspondence, “The Weekly”, and the biannual external publication, the *Digest*.
 - Donnelly’s newly adopted Campus Master Plan and new vision statement were highlighted on the cover of the Winter 2018 *Digest* and covered in-depth in a 4-page feature story,
 - Campus Master Plan updates and recent donors are planned to be highlighted in the Summer 2018 *Digest* in July, which will also highlight our academic accomplishments from Commencement in May 2018.
 - The marketing department incorporated Donnelly’s 2017 *U.S. New & World Report* ranking as “The Most Diverse College in the Midwest” in our Spring & Summer marketing campaign for Fall 2018, including on full-sized billboards placed on the heavily-travelled nearby Interstate-70 highway.

Priority Two – Faculty and Staff Development

Initiative 2.1: The College will manage staffing levels sufficient for institutional needs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Develop new employee orientation and on-boarding process.	Spring 2018	Spring 2019	N/A	VP of Business Affairs/HR	Spring 2018: on-boarding and off-boarding checklist developed Fall 2019: orientation developed Spring 2019: orientation implemented

Updates (Spring 2018, Spring 2019):

- Spring 2018:
 - Developed new HR on-boarding process in conjunction with new payroll system.

Priority Two – Faculty and Staff Development

Initiative 2.1: The College will manage staffing levels sufficient for institutional needs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Standardize annual evaluations for all faculty and staff.	Fall 2017	Spring 2018	N/A	VP of Business Affairs VP of Academic and Student Affairs	Evaluation process developed, forms created, and implemented. 100% of faculty and staff evaluations completed. COMPLETED.

- Update Spring 2018:
 - Process and forms created.
 - The new process is being implemented in Spring 2018.
 - The process and forms are available via the HR web site.
 - All evaluations to be completed before July 31, 2018.
 - **COMPLETED.**

Priority Two – Faculty and Staff Development

Initiative 2.1: The College will manage staffing levels sufficient for institutional needs.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Align salaries during annual budgeting process to stay competitive and retain qualified staff.	Fall 2018	Fall 2020	\$25,000/year	VP of Business Affairs	Fall 2018: Analyze salary variances to formalize plan of implementation. Spring 2019: 50% of goal reached. Spring 2020: 100% of goal reached.

Updates (Spring 2019, Spring 2020):

Priority Two – Faculty and Staff Development

Initiative 2.2: The College will focus on faculty and staff development.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Provide annual training for all faculty and staff on cultural competence, sensitivity training, ethics, diversity, and/or team building.	Fall 2017	Spring 2022	\$4,000/year	Director of Counseling Center	AY17-18: 1 event MET AY18-19: 2 events AY19-20: 2 events AY20-21: 2 events

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - AY17-18 Three workshops were offered on Goal-Setting, Stress Relief and Team Building. **MET**

Priority Two – Faculty and Staff Development

Initiative 2.2: The College will focus on faculty and staff development.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Maintain personnel records of professional development participation for 90% of employees.	Fall 2018	Spring 2022	N/A	VP of Business Affairs	Fall,18: implement process for employees to report professional development to HR and tracking system within systems Fall,19-22 update, review and report on faculty and staff development

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

Priority Two – Faculty and Staff Development

Initiative 2.2: The College will focus on faculty and staff development.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Develop Individual Development Plans (IDPs) for all faculty and staff.	Fall 2017	Spring 2018	N/A	VP of Business Affairs VP of Academic and Student Affairs	Handbook containing process and forms developed and implemented. COMPLETED

Update

- Spring 2018:
 - Handbook and forms developed and implemented.
 - The new process is being piloted in AY17-18.
 - **COMPLETED**

Priority Two – Faculty and Staff Development

Initiative 2.3: The College will develop and/or update policies and procedures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Develop a comprehensive institutional planning framework.	Fall 2019	Spring 2020	\$2,500	Director of Institutional Research Assessment Council	Framework developed and implemented.

Update (Spring 2020):

Priority Two – Faculty and Staff Development

Initiative 2.3: The College will develop and/or update policies and procedures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Review and/or update all departmental and campus-wide policies and procedures.	Fall 2017	Spring 2020	\$1,000	Administrative Council	Annually review and update policies

Updates (Spring 2018, Spring 2019, Spring 2020):

- Update Spring 2018:
 - The administrative council reviewed and updated the Administrative Process and Procedure Manual.
 - AY 17-18 **MET**.

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Expand recruiting populations.	Fall 2017	Spring 2022	\$10,000/year	Director of Admissions VP of Academic & Student Affairs	<ol style="list-style-type: none"> 1. Add 2 new HS annually. 2. Attend 10 corporate education events. Adding one new event/year. 3. Send 1 admissions counselor to the CUBE (College Connections Conference) each year. 4. Each admissions counselor will develop 5 new contacts within assigned territories. 5. Attend Catholic homeschool conference as a vendor, annually. 6. Admissions counselors will attend Catholic College Fair Week. 7. Admissions counselors attend 5 events annually with faculty support.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- **Spring 2018:**
 - Missouri HS added in Fall 2017: Staley, Oak Park, Winnetonka, Grandview, Lee’s Summit, Truman, William Chrisman, Belton, and Horizons (alternative school). **MET**
 - Attended corporate events at Garmin, UPS, KU Healthcare System, City of Leawood, City of Overland Park, Best of the Best, KCK. **MET**
 - Amber Taylor attended the conference in October 2017. **MET**
 - Developed new point of contacts with high school teachers and guidance counselors. **MET**
 - Cicely Bledsoe attended the conference in June 2017. **MET**
 - All Admissions Counselors participated in the week-long Catholic College Fair held at respective Catholic HS, October 2017. **MET**
 - Admissions Counselors invited Gayle Lee, Ana Maradiaga, and Ana Valdez to recruiting events in Spring 2018. **MET**
 - AY 17-18 MET

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Create early enrollment incentives and events.	Fall 2017	Spring 2022	\$30,000/year	Director of Student Success	2 new incentives per academic year.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - T-Shirt incentive for students that pre-enroll for Fall 2018.
 - Tuition incentive for students that enroll in more than 12-credit hours. The first 12-credit hours are at regular rate; 13-15 credit hours are at half tuition rate and no fees.
 - AY 17-18 MET

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Increase FTE to 500.	Fall 2017	Spring 2022	\$10,000/year	Director of Admissions Director of Student Success	<ol style="list-style-type: none"> 1. Each counselor will attend a minimum of 20 high school visits per semester (total of 200 high school visits). 2. Each counselor will attend a minimum of 5 college fairs (total of 25 college fairs). 3. Director of Admissions will attend 10 corporate recruitment events each year. 4. Each counselor will make 10 recruitment phone calls, texts, or emails (to parents or students) per day (250 calls per week). 5. Donnelly College will host at least 10 high school group visits per year.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 1. In AY17-18: Admissions Counselors made an average of 22.5 visits per semester. This will increase to 25 visits per semester in Fall 2018.
 2. In AY17-18: Attended MCC Transfer Fair, KC Scholars, East/Northeast College Fair, and Junior Achievement.
 3. Director of Admissions attended 6 corporate events.
 4. Admissions Counselors used Donnelly College-owned cell phones to text students, call and send e-mails daily.
 5. Fairfax, JC Harmon, Alta Vista, and Olathe Schools visited Donnelly College. For Fall 2018, high school visits will be scheduled over the summer, so that students may meet the March 1 scholarship deadline.

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Maintain student to faculty ratio of 15:1.	Fall 2017	Spring 2022	\$15,000/year	VP of Academic and Student Affairs	Student to faculty ratio annually not greater than 15:1.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - The Student/Faculty ratio for AY17-18 was 10:1. **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
E. Develop and annually review a recruitment plan.	Fall 2017	Spring 2022	N/A	Director of Admissions VP of Academic and Student Affairs	Plan developed. Annually reviewed (Fall). Annually updated (Spring).

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Plan developed and implemented. **MET**
 - Recruitment Team met with the Interim AVPASA in April 2018 to review strategies and goals to update the plan. **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
F. Add a second PN cohort.	Fall 2018	Spring 2021	\$12,000	Director of Nursing	Second PN cohort approval received by Fall 2019. Second started by Fall 2020.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021):

- Spring 2018:
 - Director of Nursing preparing documentation to the Kansas Board of Nursing.
 - Donnelly’s PN Program received re-accreditation from the Kansas Board of Nursing in June 2018, following a site visit in April 2018.

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
G. Increase course offerings at Lansing Correctional Facility leading to an AAS with concentration in Business.	Fall 2017	Spring 2019	\$12,000	Academic Chairperson, Business & Technology Coordinator, Lansing Correctional Facility	Curriculum and course rotation developed and implemented.

Updates (Spring 2018):

- Spring 2018:
 - Due to the redirection of focus on the HLC directives, the AAS courses have not been identified to date. With the completion of deliverables for HLC and the subsequent visit the planning for this initiative will begin in AY18-19.

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
H. Receive approval and start an Associate Degree of Nursing (ADN/RN).	Fall 2017	Spring 2018	N/A	Director of Nursing	Program approval by Fall 2017. First cohort started in Spring 2018. COMPLETED

Updates (Spring 2018):

- Spring 2018
 - Program approved by the Kansas Board on Nursing (KSBN) on 12/13/16. KSBN approved the first cohort to a maximum of 15 students.
 - Some adjustments to the curriculum had to be made and was completed during Spring and Fall of 2017.
 - Should we list HLC approval date in Fall 2017?
 - First cohort started in Spring 2018 with 15 students.
 - **COMPLETED.**

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
I. Expand CCN program.	Fall 2018	Spring 2019	\$5,000	VP of Academic and Student Affairs	5% increase in enrollment each academic year.

Updates (Spring 2019):

Priority Three – Enrollment and Retention Goal

Initiative 3.1: The College will increase FTE built on reputation as a welcoming community for diverse cultures.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
J. Redesign and expand institutional scholarship and aid programs.	Fall 2017	Spring 2020	\$500,000	VP of Business Affairs VP for Advancement Director of Financial Aid	Annual review of endowed scholarships and plan annual need. Seek new scholarship opportunities.

Updates (Spring 2018, Spring 2019, Spring 2020):

- Spring 2018
 - Reviewed current scholarship offerings and revised publications of scholarship information.

Priority Three – Enrollment and Retention Goal

Initiative 3.2: The College will maintain or increase retention of students to match or exceed the national standard for two-year colleges.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Train and enforce mandatory attendance policy.	Fall 2017	Spring 2018	N/A	VP of Academic and Student Affairs	100% of courses have at least 75% of current attendance recorded.

Update (Spring 2018):

- Spring 2018:
 - 110 courses offered with a 78% attendance recorded on time. **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.2: The College will maintain or increase retention of students to match or exceed the national standard for two-year colleges.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Formalize and annually review an Enrollment Management Plan.	Fall 2017	Spring 2022	N/A	Director of Student Success	Plan developed by Fall 2017. Plan reviewed and updated every spring (ending Spring 2022).

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Plan developed and in implementation. **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.2: The College will maintain or increase retention of students to match or exceed the national standard for two-year colleges.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Train faculty and staff on policy and procedures of the early alert system.	Spring 2018	Spring 2022	\$1,000/year	Director of Student Success	Information sessions delivered twice/year (Fall and Spring College-wide workshops).

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Presentation made at both the College-wide Workshops – Fall 2017 and Spring 2018. **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.2: The College will maintain or increase retention of students to match or exceed the national standard for two-year colleges.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Train faculty and staff on best practices for retention.	Spring 2018	Spring 2022	\$1,500/year	Director of Student Success	Information session delivered once a year during the Fall semester.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Information session planned for Fall, 2018 implementation at a Community meeting.

Priority Three – Enrollment and Retention Goal

Initiative 3.3: The College will increase persistence among students.

Action Item	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Continue and improve proactive advising.	Fall 2017	Spring 2022	\$10,000	Director of Student Services	Implement proactive advising strategies.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Academic Advisors members of Kansas Academic Advising Network (KAAN)
 - Attendance at regional/national conferences for the Global Community for Academic Advising conferences
 - Implementation of proactive advising strategies (reaching out to the student before an early alert is posted)

Priority Three – Enrollment and Retention Goal

Initiative 3.3: The College will increase persistence among students.

Action Item	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Establish “Fifteen-to-Finish” incentives.	Fall 2018	Spring 2019	\$10,000	Director of Student Services	Incentives offered.

Updates (Spring 2018, Spring 2019):

- Spring 2018:
 - For AY18-19, students enrolled in more than 12-credit hours will be charged half-tuition for the hours over 12.

Priority Three – Enrollment and Retention Goal

Initiative 3.3: The College will increase persistence among students.

Action Item	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Grow transfer pathways.	Fall 2017	Spring 2022	\$5,000	VP of Academic and Student Affairs	1 new transfer pathway per year.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Transfer agreements established with:
 - Emporia State University
 - Metropolitan Community College

Priority Three – Enrollment and Retention Goal

Initiative 3.3: The College will increase persistence among students.

Action Item	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Connect students early with career opportunities in their field of interest.	Fall 2017	Spring 2022	\$10,000	Director of Student Success VP of Academic & Student Affairs	Provide three student events per semester for career interest.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Mock Interviews held in Fall, 2018 and Spring, 2018
 - Career Fair held in April 2018.
 - Students complete *Career Cruising* in CCS101 course.
 - *Success Navigator* completed at Orientation sessions
 - Students complete individual Success Plans to target strengths and weaknesses
 - 2017-18 – **MET**

Priority Three – Enrollment and Retention Goal

Initiative 3.3: The College will increase persistence among students.

Action Item	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
E. Improve completion rates.	Fall 2017	Spring 2022	\$5,000	Director of Student Success VP of Academic & Student Affairs	2% completion rate increase per year (IPEDS).

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Analyzing data. The 9% increase is based on the 2009 full-time, first time freshman.

Priority Three – Enrollment and Retention Goal

Initiative 3.4: The College will maintain, cultivate, and grow external relationships.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Host high school counselors to broaden student recruitment.	Fall 2017	Spring 2022	\$25,000	VP of Academic and Student Affairs Director of Admissions	Host one lunch meeting in the Fall semester.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - HS Counselors Luncheon was held in Fall 2017, at this luncheon each Counselor was awarded a scholarship to bring back to their school. **MET**
 - DC Admissions Counselors will select a date for Fall 2018. “Save the date” cards will be sent to HS Counselors in Summer 2018.

Priority Three – Enrollment and Retention Goal

Initiative 3.4: The College will maintain, cultivate, and grow external relationships.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Foster community, church and business leaders to provide internships, service learning projects and instructors.	Fall 2018	Spring 2022	\$1,000/year	Academic Program Directors	AY18-19: 3 projects AY19-20: 3 projects AY20-21: 4 projects AY21-22: 5 projects

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

Priority Three – Enrollment and Retention Goal

Initiative 3.4: The College will maintain, cultivate, and grow external relationships.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Develop alumni and donors for institutional support.	Fall 2018	Spring 2022	\$10,000/year	VP for Advancement	Revise & Execute Stewardship Plan

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

Priority Three – Enrollment and Retention Goal

Initiative 3.4: The College will maintain, cultivate, and grow external relationships.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Invest in marketing campaign.	Fall 2018	Spring 2022	\$500,000	VP for Advancement Director of Marketing	Approve funding. MET Define 3-yr campaign plan. MET Refine and Execute plan annually FY 17-18 - MET

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018 (early update):
 - December 2017, the Board of Directors approved a Transformations Capital Campaign budget of up to \$1 million, of which \$500,000 was specified for a marketing campaign.
 - A line of credit was secured to finance the investments.
 - In Spring 2018, The Director of Marketing completed three-year planning for the additional marketing campaign resources.
 - In April 2018, with Year 1 expenditures to begin May-July 2018. **MET.**

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Complete Marian Hall renovations.	Summer 2017	Fall 2017	\$2,000,000	VP of Business Affairs	Renovations completed and space available for use.

Update (Spring 2018):

- Spring 2018:
 - Renovations completed and Marian Hall is being used by Nursing, Gateway to College, and General Education courses.
 - New faculty and staff offices.
 - Completed without the need to acquire additional debt.
 - Grand opening held on January 25, 2018.
 - **COMPLETED.**

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Payoff existing debt.	Fall 2017	Spring 2022	\$600,000	VP of Business Affairs	Reduction of debt each year.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Loan on Donnelly College Event Center (which opened in April 2013) was paid off.
 - Marian Hall renovations completed with no additional debt.

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Expand fundraising plan and expenses to complete capital campaign.	Fall 2017	Fall 2019	\$500,000	VP for Advancement	Approve funding. MET Define 3-yr campaign plan. MET Refine and Execute plan annually FY 17-18 - MET

Updates (Spring 2018, Spring 2019, Fall 2019):

- Spring 2018:
 - In December 2017, the Board of Directors approved a Transformations Capital Campaign budget of up to \$1 million, of which \$500,000 was specified for fundraising expenses.
 - A line of credit was secured to finance the investments.
 - Two new members were added to the Advancement Team in March 2018, an Advancement Officer and an Advancement Associate.
 - Revisions to Campaign Fundraising Plan were made and are ongoing, as a new Campaign Chair was named in late June.
 - Leadership gift fundraising was active in Spring 2018, with \$12.6 million in requests completed.

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
D. Complete construction for new academic/administrative building.	Fall 2018	Spring 2020	\$19,500,000 <i>*Revised to \$21,000,000 in Spring 2018</i>	VP of Business Affairs	<ol style="list-style-type: none"> 1. July 2018 city approval of campus master plan (Phase III); 2. September 2018 city construction permits secured 3. Secure Financing by Fall 2018 4. Begin Phase III Construction Winter 2018

Updates (Spring 2019, Spring 2020):

- Spring 2018 (early update):
 - Decisions in spring to incorporate a 2-story, rather than flat parking lot, into the Campus Master Plan’s Phase III scope raised the estimated project cost to \$21,000,000.
 - In late May 2018, Donnelly’s Architect (Burns & McDonnell) and Owner’s Representative for the Campus Master Plan/Building Project (MC Realty) submitted detailed Phase III plans to the Unified Government (UG) of Wyandotte County for city approval of the plans.
 - As of June 2018, UG staff reported they will be recommending the plan for city approval, expected by late July, 2018.

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
E. Provide centralized student services.	Fall 2018	Spring 2022	\$20,000	Director of Student Success Cabinet	1. Refine programming plan with architects. July 2018 2. New Building constructed (see 4.1D)

Updates (Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018 (early update):
 - To achieve immediate benefits from centralizing student services as planned in the new academic building, the first three floors of the existing tower building were entirely reconfigured in Spring 2018, bringing all core student services to the first floor, and connecting the Academic Support Center (ASC), including the Library and Tutoring Services) between the first floor and lower level.
 - By piloting the centralization of student services in our existing facilities, it is hoped valuable lessons learned can be applied to the design and execution of the new building.
 - Re-branding efforts are planned to be complete by Fall 2018, along with new supplies/furnishings for the ASC made possible through Donnelly’s USDE Title V grant.

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
F. Adopt comprehensive facilities management plan.	Fall 2020	Spring 2022	\$100,000/year	VP of Business Affairs	Once new building/campus is build, develop facilities plan with spending estimates and execute plan

Updates (Spring 2021, Spring 2022):

Priority Four – Finance and Facilities Improvement

Initiative 4.1: The College will complete Campus Master Plan.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
G. Research and secure options for student housing.	Fall 2020	Spring 2022	\$50,000	VP of Business Affairs VP of Advancement VP of Academic & Student Affairs	5 options fully researched and compared. Funding secured.

Updates (Spring 2021, Spring 2022):

Priority Four – Finance and Facilities Improvement

Initiative 4.2: The College will improve annual budgeting process.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Involve director level staff and faculty in developing their program budgets.	Spring 2018	Spring 2022	\$15,000	VP of Business Affairs	Budget requests from Directors used in process.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Each department director was provided budget request forms including the previous year actual and current year budget numbers and submitted their requests for the 2018-19 fiscal year budget. When the final budget was approved, feedback was provided and directors were allowed to adjust the line items within their approved budget amounts.
 - New Budget Process Policy developed and approved by Board of Directors in May 2018.

Priority Four – Finance and Facilities Improvement

Initiative 4.2: The College will improve annual budgeting process.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Use assessment data and align with strategic objectives.	Fall 2017	Spring 2022	\$5,000/year	Assessment Council VP of Academic & Student Affairs	Consult with Program Chairs to align Assessment data with budgetary decisions.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Assessment line item added to budgeting forms for all departments.
 - 2019-20 preparatory budget meetings scheduled in 2018-19.

Priority Four – Finance and Facilities Improvement

Initiative 4.3: The College will improve financial reporting.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Upgrade accounting software.	Spring 2018	Fall 2018	\$15,000	VP of Business Affairs	Software implementation

Update (Fall 2018):

- Spring 2018 (early update):
 - Began strategy for securing grant funding for this initiative.

Priority Four – Finance and Facilities Improvement

Initiative 4.3: The College will improve financial reporting.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Assign restricted grants and donations ledger accounts for improved tracking and reporting.	Spring 2019	Fall 2020	N/A	VP of Business Affairs	Rework of GL Account structure to include tracking of grants. Setup completed Results survey to determine effectiveness.

Update (Spring 2019, Spring, 2020, Fall 2020):

Priority Four – Finance and Facilities Improvement

Initiative 4.4: The College will increase revenue from all sources.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Increase tuition revenue as a percentage of overall revenue.	Spring 2018	Spring 2022	\$150,000	VP of Business Affairs VP of Academic and Student Affairs	Increase in budgeted tuition revenue

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - Tuition revenue in the 2018-19 Budget increased by 3% over the 2017-18 Budget.

Priority Four – Finance and Facilities Improvement

Initiative 4.4: The College will increase revenue from all sources.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Reduce dependence on annual fund for operating budget by 10% annually (offset by increase in tuition and investment revenue).	Fall 2017	Spring 2022	N/A	VP of Business Affairs VP of Advancement VP of Academic and Student Affairs	Reduction of 10% in annual fund contributions.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - The 2018-19 DC Operational Budget decreased Annual Fund dependence by 7% from the 2017-18 Annual Fund Budget.

Priority Four – Finance and Facilities Improvement

Initiative 4.4: The College will increase revenue from all sources.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
C. Increase endowment funds by 50%.	Fall 2017	Spring 2022	\$4,000,000	VP for Advancement	Endowed funds increased by 50%, with goal of \$650,000 annually.

Updates (Spring 2018, Spring 2019, Spring 2020, Spring 2021, Spring 2022):

- Spring 2018:
 - During the 2017-18 fiscal year, a total of \$172,353 was added to Donnelly endowments: \$109,353 from donors and \$63,000 from Donnelly’s USDE Title V grant matching funds.

Priority Four – Finance and Facilities Improvement

Initiative 4.5: The College will develop and implement a plan to update/improve technology.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
A. Increase budget to support scheduled equipment and software upgrades.	Spring 2018	Fall 2020	\$75,000	VP of Business Affairs Director of IT	Technology Plan with Projected Cost Equipment Replacement

Updates (Spring 2018, Spring 2020, Fall 2020):

- Spring 2018:
 - This plan was delayed until Fall 2018 as the technology plan was not developed prior to the 2018-19 budget and other IT projects were implemented in 2017-18.
 - In addition to the IT-related projects listed below in 4.5B, the IT division also updated IT inventory and tracking procedures and provided critical IT support and for the Summer 2018 campus reorganization of offices across three floors within the main 8-story academic building.

Priority Four – Finance and Facilities Improvement

Initiative 4.5: The College will develop and implement a plan to update/improve technology.

Action Plan	Start Date	Completion Date	Cost	Responsibility	Performance Indicator
B. Improve SIS and LMS functionality to increase efficiencies, improve student support, and provide accurate and timely assessment data.	Fall 2017	Summer 2018	\$125,000	VP of Business Affairs VP of Academic and Student Affairs Director of IT	SIS installed. MET LMS installed. MET

Updates (Spring 2018, Summer 2018):

- Spring 2018:
 - Fall 2017: Conversion to new SIS system (Empower) completed in December 2017 and progress toward full integration will be complete in Summer 2018 for financial aid and online forms, etc. The cost of implementation and the first-year site license was \$100,481 and was partially funded by a grant of \$19,500 from H&R Block Foundation.
 - Summer 2018: Conversion to new LMS system (Canvas) completed in June 2018 with full implementation for the Fall 2018 semester. The cost of implementation was \$18,500 and first-year support cost of \$2,911.
 - Summer 2018: New system (Watermark) that provides connection between the SIS and LMS system will be implemented over the Summer to assist with assessment data collection. This system was not in the plan originally but was deemed by administration to be crucial for providing assessment data. The cost of the site license was \$25,500 for the first year and was funded through a grant from the H&R Block Foundation.