



## CCC PR Section I - Unit Plan

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### CCC Mission Statement

Contra Costa College is a public community college serving the diverse communities of West Contra Costa County and all others seeking a quality education, since 1949. The College equitably commits its resources using inclusive and integrated decision-making processes to foster a transformational educational experience and responsive student services that ensure institutional excellence and effective student learning.

**CCC Values** -- Contra Costa College's commitment to its mission derives strength and guidance from institutional values. As a community of educators, we value:

- Commitment to helping students learn and to improving the economic and social vitality of communities through education
- Responsiveness to the varied and changing learning needs of those we serve
- Diversity of opinions, ideas, and peoples
- Freedom to pursue and fulfill educational goals in an environment that is safe and respectful for all students, all faculty, all classified staff, and all managers alike
- Integrity in all facets of our college interactions and operations

**CCC Strategic goals** -- to fulfill its mission and to be consistent with its beliefs and values, Contra Costa College is committed to the following goals

1. Equitably improve student access, learning and success
2. Strengthen community relationships and partnerships
3. Promote innovation, create a culture of continuous improvement and enhance institutional effectiveness
4. Effectively optimize resources to support student learning and success

### Recommendations from last comprehensive program review mandated by validation team

Year	Last program review recommendations	2019:20 progress (200 word max)
2019/2020	(From combined Social Sciences PR - 2015) 1. We recommend that you look into other sources such as grants, to procure the additional funds necessary to maintain and grow the department. 2. We recommend that you look for ways to increase enrollment, fill rates, and productivity in the units and department 3. We recommend that the department explore possibilities for low-cost alternatives to textbooks through the use of open educational resources or other sources. 4. We recommend you that you examine and provide analysis of student success rates as they relate to the college's equity goals.	
2018/2019		
2017/2018		

### Other Accomplishments/Improvements (that support the college's strategic plan goals) (400 word max)

2019/20	
2018/19	
2017/18	

**Unit Challenges and Issues** Contra Costa College is committed to Equity (retention, access, degree attainment, completion, and transfer) A. What challenges has your area faced in your equity focused efforts addressing any of the equity indicators listed above? B. What have you done or plan to do to address/improve your areas as it relates to the equity indicators identified above? (400 word max)

2019/20	
2018/19	
2017/18	

### Vision for Success

Contra Costa College has adopted the State Chancellor's Vision for Success and has applied the following local metrics for improvement.

1. Over five years, increase by at least 25 percent the number of Contra Costa College students annually who acquire associate degrees, credentials, certificates, or specific skill sets that prepare them for an in-demand job.
2. Over five years, increase by 35 percent the number of Contra Costa College students earning ADT degrees and transfer annually to a UC or CSU.
3. Over five years, decrease the average number of units accumulated by Contra Costa College students earning associate degrees, from approximately 96 total units to 81 total units(16% reduction).
4. Over five years, increase the percent of exiting Contra Costa College, CTE students who report being employed in their field of study, from 64 percent to an improved rate of 69 percent.
5. Reduce equity gaps across all Contra Costa College student groups, with the goal of cutting achievement gaps by 40 percent within 5 years and fully closing those achievement gaps within 10 years.
6. Over five years, reduce regional achievement gaps through faster improvements among colleges located in regions with the lowest educational attainment of adults, with the ultimate goal of fully closing regional achievement gaps within 10 years.

Identify one or more of the goals above and discuss your units efforts to help accomplish those goals.

Utilization of Budget

Trend: <input type="radio"/> Increasing <input type="radio"/> Stable <input type="radio"/> Decreasing <input type="radio"/> N/A	Year	14/15	15/16	16/17	17/18	18/19
	Budget Allocation	NV	NV	4,531	4,531	4,531
Choose one: <input type="radio"/> Department Budget <input type="radio"/> Program Budget	Academic Salaries	NV	NV	1,313	NV	NV
	Classified Salaries	NV	NV	NV	NV	NV
	Supplies	NV	NV	1,145	1,558	2,510
	Operating Expenses (travel, memberships, printing, etc)	NV	NV	1,028	312	1,512
	Other Expenses (equipment, etc.)	NV	NV	NV	NV	NV
	Total Expenses	NV	NV	3,486	1,870	4,022
	Instructional Equipment Allocation	NV	NV	NV	NV	NV
	Instructional Equipment Expenses	NV	NV	NV	NV	NV

**Budget comment box** (100 words max) (Identify other sources of funds such as grants, instructional equipment, cocurricular, and foundation)

**Supply Request** (List items and amounts not covered by current department funding (grants, fund raiser, operational budget, etc.)) (200 word max)

2019/20	
2018/19	
2017/18	

**Equipment Request & Justification** as it relates to the mission, values, and strategic goals of the college (see top of page) (List Items and amounts. Items must cost over \$200 each and must last for longer than one year)

Year	Item	Justification (200 word max)	Status
2019/20			
2018/19			
2017/18			

**Faculty Staffing Requests & Justification** as it relates to the mission, values, and strategic goals of the college (see top of page) (refer to section II D1-D3 (FTE/FTEF) and compare full time faculty to part time faculty to determine need) (400 word max)

2019/20	
2018/19	
2017/18	

**Classified Staffing Requests & Justification** as it relates to the mission, values, and strategic goals of the college (see top of page) (refer to section II D1-D3 and compare full time classified and part time classified to the need within your area) (400 word max)

2019/20	
2018/19	
2017/18	

**Facilities Requests & Justification** as it relates to the mission, values, and strategic goals of the college (see top of page) (ex—HVAC, new class room, building modifications, room modifications, upgrades needed, etc. ) (400 word max)

2019/20	
2018/19	
2017/18	

