

Oakland Community College

Project Progress Report

March 19, 2013

*Strengthening college operations and organizational, academic
and financial structures
in order to improve student success*



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EMP

- Phase I: Report issued by CBT December 16, 2011.
- Completed: Phase II draft report and recommendations delivered December 4, 2012.



Governance & Communications

- Need to upgrade communications.
- Need a better understanding of internal governance and improve functioning of committees.
- Need to improve delegation of authority, decision-making and accountability.
- Completed: Draft report and recommendations submitted December 11, 2012.

Lines of Authority

- Authority, reporting, & accountability are closely related to structure & governance.
- Completed: Draft report and recommendations submitted December 11, 2012.



Data Capacity

- OCC has lots of data.
- Data are not as effectively used in decision making.
- CBT is working cooperatively with Ellucian (formerly Datatel).



Data Capacity

- Phase I: Draft report and recommendations delivered December 3, 2012.
- Phase II: Data capacity building and college-wide application of data, including development of a dashboard and recommendations for revision of KPIs due December 31, 2013.

Program Review

- Need to implement current program review fully and to assess the process for effectiveness, including reviewing state-of-the-art tools.
- Program review was addressed along with EMP.
- Completed: Draft report and recommendations delivered December 4, 2012.



Academic Policies & Procedures

- Academic policies & procedures were reviewed to identify gaps and needed updates.
- **Academic ReDesign** report was reviewed for appropriate recommendations.
- Draft review of academic policies and procedures delivered December 4, 2012



Policies & Procedures (Expanded)

- Project was expanded to review all policies and procedures.
- Target completion date: June 30, 2013.

Student Services

- Evaluate & recommend strategies to strengthen student services
 - Recruitment
 - Admissions
 - Registration
 - Financial Aid
 - Counseling & advising
- Completed: Draft report and recommendations were delivered December 6, 2012

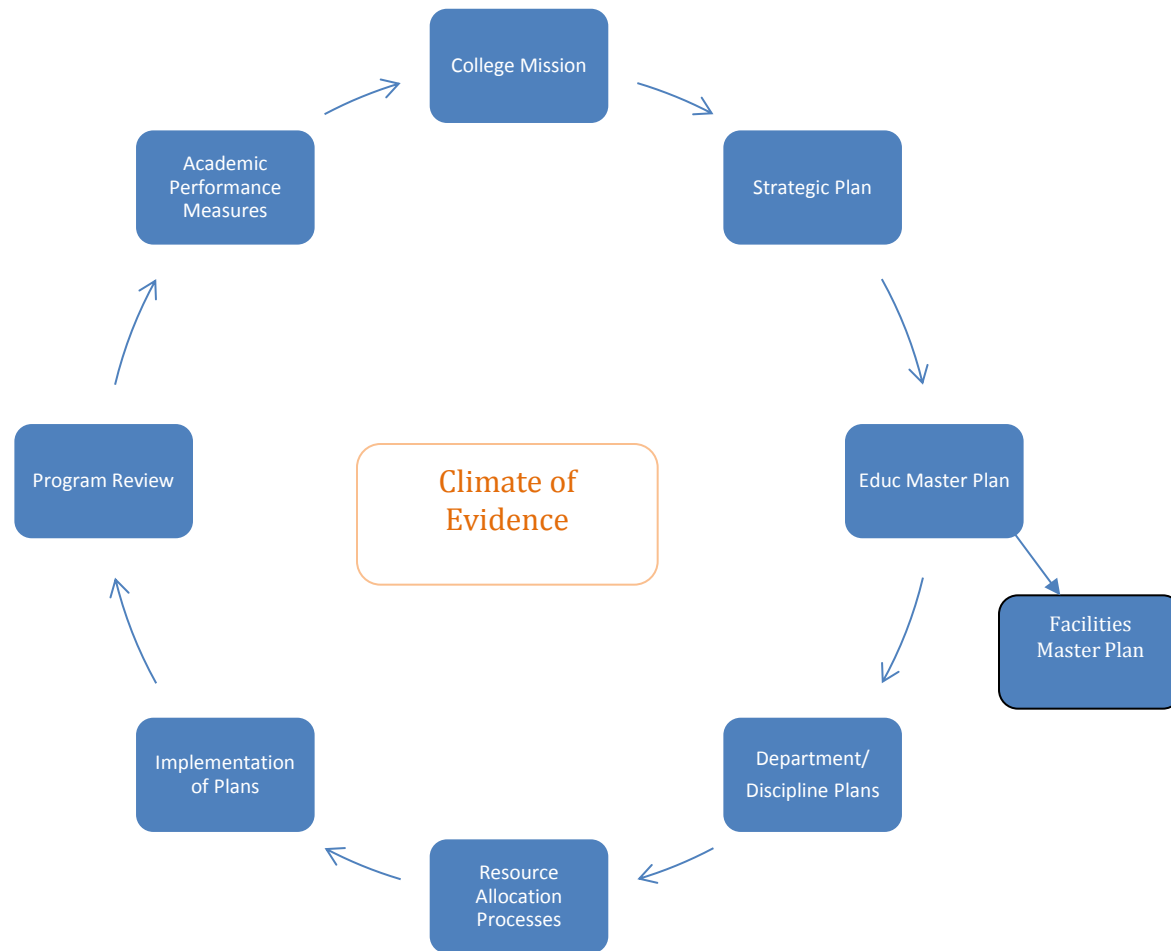


Align Planning and Implementation

- To be most effective, EMP, program review, the strategic plan, the capital outlay master plan, and budget allocation must be integrated and informed by data and assessment.
- Recommendations are due June 30, 2013.



Implementing an Integrated Planning Model



CREST & Contract Education

- CREST is not effectively utilized.
- Contract education does not break-even.
- Completed: Draft report and recommendations were delivered November 19, 2012.



Child Care

- Child care services were evaluated to provide options to rationalize College costs.
- Completed: Draft report and recommendations were delivered November 19, 2012.



Comparative Analysis

- Completed: Draft report on data and key performance indicators from benchmark colleges was delivered December 8, 2012.

Review of Administrative Services ReDesign

- Completed: Draft report was delivered on December 5, 2012.

Athletics (Added Area)

- Assess compliance to standards & regulations.
- Evaluate academic success of student athletes.
- Perform cost/benefit analysis using benchmark colleges.
- Compare cost to other co-curricular activities.
- Recommendations due June 30, 2013.

Budget Allocation Model

- Review college budgeting process and budget allocation model to address current and future financial challenges.
- Recommendations are due December 31, 2013.

Performance Evaluation

- Develop a performance evaluation system for administration.
- Administrative job descriptions will be updated with the assistance of another firm.
- Recommendations are due December 31, 2013.

Monitoring and Awarding

- Recommend Board policies & procedures for approval of budget, including regular monitoring & assessment
- Recommend policies & procedures for awarding of contracts
- Recommendations are due December 31, 2013

- On behalf of CBT, I appreciate the opportunity to be of service & to assist OCC to provide even greater service to its students & to meet the challenges ahead.



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