PRAC Annual Planning Priorities for AY 2024-25

1. **Consider equity first.** Put Chabot's commitment to equity into practice. As we enact and update policies, procedures, and working relationships to support the priorities outlined below: consider how these will affect students', classified professionals', faculty members', and administrators' ability to thrive. In particular, analyze how to remove barriers or challenges to students' success. Give particular attention to historically and currently disproportionately impacted groups.
2. **Support and prioritize getting off "hold harmless' for the short and long term financial health of the college:**
    a. **Meet or exceed the SCFF metric targets for enrollment, including success, persistence, completion, and financial aid.**
    b. **Investigate opportunities to incentivize efforts (e.g., two year MOU for meeting x% gain for both unions and administrators).**
3. **Presentation of marketing and communication plan by District and College with follow up year-end assessment (effectiveness) that shows how we will reach all our audiences and respond to critical needs** [multi-audience, how to get help with applying to the college, FREE Financial Aid (Promise and Pell), and getting help with registration and developing a 1st year ed plan].
4. **Develop college 'materials' to:**
    a. **Support us in hiring, initiating management of budgets/funds** (e.g., Step by Step Guide to Hire Employees on Grant and/or Categorical Funding: Dos, Don'ts, and Requirements)
    b. **Prioritize making professional development available, particularly training at the college in various "new" technologies** (e.g., OneDrive, Teams, SharePoint, Forms, 25Live, MyPortal including login, etc.)

    Turnover has been high among classified professionals and administrators, and we can improve our familiarity with and use of hiring processes, support for grants (including budget set-up and hiring), transparency and communication of prioritization process and outcomes. Continue to work with the district for support on areas that they control or in which they are area experts.
5. **IST should renew their focus on understanding how Chabot recommendations align with the district technology plan and interface with the college and district.**
6. **Senior Leadership and IST work with the district college technology services manager to support the district in matching needs with technology products and ensure we have training and support.** Technology plays an ever increasing role in every aspect of college life: identification, adoption, integration, training, and implementation. This affects our business practices, our enrollment and matriculation processes, and teaching. Technology is moving very quickly, we should move faster. This is a challenge for the college, and we need to work more effectively with the district.

Please see the full recommendation in *Program & Area Review Resource Request Funding Allocations and Considerations for Planning for AY 2024-25*

Institutional Wins from AY 2023-24

PRAC wants to take note of areas in which the college (based on all reporting from committees, grants, categoricals, and the program and area review process, etc.) has made progress on goals from previous years.

1) For the second year in a row, we will end the year in the black (budget)
2) Focus on staffing has made a difference
   a) Hiring in key areas, e.g., Business Office
   b) IT/ITS support, e.g., Bookstore Support
   c) Curriculum and OAC, e.g., CALGETC, impact on courses, programs, and degrees
3) Campus Collaborations have made a difference.
   a) Individual areas and programs improved their websites or equipment/software.
   b) Student Support Services offered new or improved workshops and outreach.
   c) Improved communication (e.g., monthly Town Halls)
   d) Doing state-mandated tasks with state funding, e.g., AB 705/1705 and CALGETC)
   e) Scaling and implementation of Guided Pathways
4) Focus on increased enrollments in classes and/or programs–an all campus effort–has obtained results (+8% this year).
5) As documented in PAR and other sources, we have made progress in making the campus come alive, post-pandemic, and that people are accepted and welcomed here. Our community recognizes us, and sees the campus as a good, open, innovative, welcoming place.
6) We are integrating lessons learned in the pandemic: we're changing the way we develop and implement policies and procedures. We lift up and question how we "do business' with reflective, resilient, and flexible eyes.
7) Progress has been made in the PAR process in aggregating, prioritizing, and following actions on those requests by deans, college committees, and district groups. No new recommendation should be made until we assess effectiveness of practices implemented 2022-2024 has addressed most concerns.)

Please see the full recommendation in *Program & Area Review Resource Request Funding Allocations and Considerations for Planning for AY 2024-25*