

## Unit Plan: Accomplishments and Goals

Unit:

Division or Area to Which You Report:

Author(s) of this Unit Plan:

Date: 3/12/2008

*Audience: IPBC; Deans/Unit Administrators; Budget Committee*

*Purpose: To provide evidence of progress on Strategic Planning Priorities from previous year and to provide input into planning for subsequent years.*

*Instructions: 1) Insert the Goals & Objectives from your last year's unit plan "Part II, Section 2: Goals/Objectives (What you Hope to Accomplish)" into "Section 1: Accomplishments" below (2007-08 Unit Plans can be found here).*

*2) Update accordingly, reflecting upon the activities you've undertaken in the past year. Be brief. No more than two pages.*

*3) In Section 2, please include your new, revised, or continuing goals for the next year (some may be the same as before). No more than one page.*

*Please make sure to **number and list** goals in **PRIORITY ORDER (1, 2, 3, ETC.)**. This will determine where any new resources may be allocated.*

*Be sure to include accomplishments and goals related to [Strategic Planning Priorities](#), including student learning.*

*Note: Priority Objectives and Strategic Plans are hyperlinked. Use Chabot [Enrollment Management Committee Reports](#) to generate Student Success and Equity data reports by course, discipline, and term. Use these data to inform your goals and objectives. (Note: Reports are only available on PC. If you are a Mac user, please have your dean print a copy)*

### Section 1: Accomplishments from Last Year's Unit Plan (What You Have Done):

No.	Goal/Objective from last year's Unit Plan	Activities Undertaken to Achieve the Goal/Objective	Results	<a href="#">Priority Objective / Strategic Plan Goal</a>	Accomplished? Yes / No / In Process	Did you receive additional funds to support this goal/objective? Yes/No
1.	Learning opportunities that respond to industry needs	<ol style="list-style-type: none"> <li>Have an advisory committee that represents local employers, educators and administrators.</li> <li>Take suggestions from advisory committee members and implement them in the classroom/learning environment</li> </ol>	We have concentrated on industry needs, made basic adjustments to classroom/lab situations to satisfy industry needs	4c	In Process	no
2.	Student success (ready for work)	Update equipment so students are familiar with what is being used in the industry. Make sure students are familiar with the "basics"	Much of the equipment has been updated, students responded well to the new technology and have been successful in their entry level positions	17e	In process	yes
3.	Efficiency of operation	We changed class schedules, did major clean-up of facility, divided responsibilities of faculty and staff.	This improved the program and efficiency.	17a	In Process	no
4.	Keep complex labs equipped and supplied	Allocated more money for needed supplies, purchased new equipment with bond money	Made it possible for students to do projects that are required by industry. Brought more success to student learning	17e	In Process	yes

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5.	Curriculum updated	Updated text books to reflect NATEF standards, labs, etc.	Students were able to do more tasks, more easily identify with lessons at hand	17a	In process	no
6.	Maintenance of strong industry linkages	Added professional organizations to advisory committee	ASCCA, ATA, JATC were included in our advisory committee, they showed us that they are committed to Chabot's Auto program by offering scholarships and training to our students	4c	In process	no
7.	Maintenance of strong feeder school linkages	<ol style="list-style-type: none"> <li>1. Waived fees for Eden Area R.O.P. to participate in our first DE class (ACE)</li> <li>2. Hired two new adjunct teachers that also teach at Eden R.O.P</li> <li>3. Go to high schools to speak to students about Chabot's auto program</li> </ol>	Saw a significant increase in the number of new students from local high school automotive programs, particularly Eden Area R.O.P	17a	In process	no

**Section 2: Goals/Objectives (What You Hope to Accomplish):**

No.	Goal/Objective	What you hope to accomplish	Proposed Activities Completed to Achieve Goal/Objective	<a href="#">Priority Objective / Strategic Plan Goal</a>	Time Frame (semester, year, five years, etc.)	Are you including a request for additional resources in this unit plan? Yes/No If yes, what type? **
1.	Update curriculum	Align classes more closely to NATEF teaching methodology	Bring all automotive faculty together to change curriculum. Make an outline for student learning outcomes	17a	1-2 years	No
2.	Update equipment to satisfy industry/BAR mandated changes	Keep our lab up-to-date	Work closely with industry/advisory committee to make sure are equipment is up-to-date	17e	ongoing	Yes, monetary
3.	Maintain linkages with feeder schools	Encourage local high school students to choose Chabot for their automotive training	<ol style="list-style-type: none"> <li>1. Visit local high school automotive programs to present our program</li> <li>2. Encourage students to participate in our on-line class</li> </ol>	17a	ongoing	no
4.	More individual assistance in lab	We hope to have more “one-on-one” time with students in lab	Hire a lab assistant, that would be available to help in lab and also maintain the shop equipment and vehicles	19d		Yes
5.	Implement Advisory Committee recommendations			4a	ongoing	
6.	ASEP	We would like to move towards the General Motors ASEP Program	On hold until industry responds	4a		

\*\* List types such as “equipment,” “supplies,” “staffing,” “contractual services,” etc...