## Three-Year Program PlanGoal Setting Worksheet

Outreach

**\*\*Personnel-related requests must follow the hiring practices of the appropriate area and will not be considered through Program Review**

| GoalOne sentence limit. | Connection of Goal to Mission Statement, [Strategic Plan](http://www.gavilan.edu/administration/master_plan/docs/SP_GoalsStrategiesDraft-final.pdf) and SAO Results. Use one sentence for each item. | Proposed Activity to Achieve Goal\*\*One sentence limit. | Responsible PartyOne sentence limit. | Fund amount requested.If a collaboration, what % required from each partner?If applicable, list each budget partner / source separately | Timeline to CompletionMonth / Year | How Will You Evaluate Whether You Achieved Your Goal?Two sentence limit. |
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| Increase the college's presence at local high schools by offering 1 application workshop at each high school for their seniors. | #2- Improve Efficiency Ensure adequate support services are in place to help students enter and stay on their pathway | Coordinate with all 9 area high schools to schedule application workshops on their campuses | Stacey Porteur Judy Rodriquez Linda Bernabe  | $500 Mileage | 6/30/2022 | Review Outreach calendar |
| Increase number of Gavilan employees participating in Outreach events to 25. | #2- Improve Efficiency Ensure adequate support services are in place to help students enter and stay on their pathway | Focus Gavilan recruitment efforts for participation in Workshops, Tours, College Fairs, & Presentations.  | Stacey Porteur Onboarding Team | $3500 Mileage & Staffing | 6/30/2021 | Review Outreach activity spreadsheet |
| Active participation on the Guided Pathways Onboarding team. | #2- Improve Efficiency Successfully implement Guided Pathways, including effective enrollment management as well as timely and relevant curriculum review | Attend bi-monthly Student Services and Onboarding Team Meetings | Stacey Porteur | $0  | 6/30/20 Annually | Review and update the ongoing progress of Onboarding Team timeline. |