

2007-2010 Department Action Plan (Due: September 30, 2007)

Planning Sheet – FORM B

Department/Unit Enrollment Services/Financial Aid **Responsibility:** Peg Julius

| Target Year | Action (Circle One) | Department Improvement Indicator (Write your improvement indicators; identify KFI KPI numbers, i.e. 1.1, 2.1; list key processes for 2007-2008 only) | Measurement Instrument or Data Source (Insert Name of Instrument/Source) | Standard of Comparison (Check One) | Frequency of Progress Monitoring (Circle One) |
|--------------------|---|--|--|--|--|
| 2007-2008 | Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort | One stop shop on second floor of Kirkwood Hall. Develop future evaluation tool/process | N/A | <input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input checked="" type="checkbox"/> No standard identified | Weekly Monthly Quarterly Semi-Annually Annually Other _____ |
| 2008-2009 | Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort | | | <input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input type="checkbox"/> No standard identified | Weekly Monthly Quarterly Semi-Annually Annually Other _____ |
| 2009-2010 | Establish Produce Conduct Implement Baseline Increase Decrease Maintain Benchmark Cohort Maintain Benchmark Trend | | | <input type="checkbox"/> Internal <input type="checkbox"/> KCC Standard <input type="checkbox"/> External <input type="checkbox"/> Standard <input type="checkbox"/> No standard identified | Weekly Monthly Quarterly Semi-Annually Annually Other _____ |

07-08 Department/Unit Professional Development Plan

| Topic | Knowledge/Skills/Understandings Sought | Training and Development Method/ | Scheduled Dates/Times |
|--------------|---|---|------------------------------|
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