4. **Limited relevant OER resources**—There are few free or low cost open educational resources available for student development courses.

SECTION 3: GOALS

Ref	Goal	Action to Take	Complete By	Assigned To (Leads)
S2, S3, W7	1—Increase sections of COUN 101A and COUN 200 for general student population during fall and spring terms	• Prepare proposal for expansion of COUN 101A and COUN 200 sections • Meet with Dean of Counseling and Dean of Academic Affairs to obtain approval of expansion of sections • Add 2 or more sections of COUN 101A and 1 or more sections of COUN 200 for general student population beginning Fall 2020	May 2019 Sep 2019 Jan 2020	Chair
S2, S3	2—Explore different scheduling and instruction formats to make COUN 101A accessible to more students	• Examine scheduling pattern to identify gaps • Identify instructor(s) who would be interested in piloting an online or hybrid COUN 101A • Offer online or hybrid section	Nov 2018 Jan 2019 Aug 2019	Fisher, Gallardo
S4	3—Select culturally responsive selections of course readings to incorporate into COUN 200	• Identify potential selections • Share selections with other COUN 200 instructors • Individual COUN 200 instructors select material to incorporate into their classes	May 2018 Dec 2018 Aug 2019	Connal
W1, O5	4—Expand participation in teaching-related professional development activities.	• Survey COUN faculty to identify specific professional development needs • Request funds for professional development opportunities to enhance teaching	May 2018 Feb 2019	Chair
W2	5—Develop process for implementing direct assessment of SLOs for COUN 101A	• Develop direct assessment method • Train COUN 101A instructors • Implement new method	Apr 2018 May 2018 Jun 2018	Castro, Aguayo, Ukita
W3	6—Coordinate SLO assessment efforts for COUN 10, 101B, 101C,	• Schedule meeting of instructors who teach each class to discuss assessment methods	May 2018	**COUN 10:** Ross, Lee, Ukita

	and 150	currently being used • Determine if instructors want to develop a common practice for assessing the class or if want to continue their own individualized method	Aug 2018	**COUN 101B:** Wang, Miles **COUN 101C:** Lundeen **COUN 150:** Hill, Carrillo
W3	**7**—Make SLO assessment a routine practice across all regularly offered COUN courses	• Ensure COUN instructors are aware of the SLO assessment calendar/timelines • Ensure COUN instructors are familiar with different assessment options (e.g., final essay or project in rubric; indirect survey; grade on an assignment or test) and practices/ procedures used to capture data	Each semester May 2018	Chair
W4	**8**—Ensure videos used in COUN classes are appropriately captioned to ensure ADA compliance	• Form subcommittee • Review videos in use by COUN faculty and identify which ones need captioning • Meet with DSPS and/or other appropriate experts to determine resources available for captioning • Coordinate captioning of videos with pertinent expert/resource	Aug 2018 Mar 2019 Aug 2019 Dec 2019	Gallardo, Herrera
W5	**9**—Delete or inactivate COUN courses that have not been offered in several years	• Review course offerings over the past 6 years to identify COUN courses that have not been offered • Work with Curriculum Committee to delete/inactivate	Aug 2018 Feb 2019	Chair
O1	**10**—Develop adjunct pool specifically for COUN instruction	• Meet with Dean of Counseling • Develop and fly job announcement • Screen and approve applicants for pool	May 2018 Dec 2018 Apr 2019	Chair
O2	**11**—Leverage current technological resources to better engage students	• Research resources • Vet and recommend resources • Develop library of technology resources for all COUN classes	May 2018 Dec 2018 May 2019	Hoyle, Herrera, Gallardo
O3	**12**—Obtain CSU transferable status for COUN 10	• Identify similar courses at other institutions that are CSU transferable	Dec 2018	Walsh, Lee Ukita

		• Make revisions to course outline as necessary	May 2019	
		• Submit appropriate forms to Curriculum Committee	Aug 2019	
O4	**13**—Revise COUN 150 for UC transferability	• Identify similar courses at other institutions that are UC transferable	Aug 2019	Carrillo, Hill
		• Make revisions to course outline as necessary	May 2020	
		• Submit appropriate forms to Curriculum Committee	Aug 2020	
T1	**14**—Identify means for accommodating COUN classes that need periodic access to computer labs	• Investigate possibility of securing access to Adult Education or Assessment computer lab in MP building	July 2018	Chair
		• Investigate possibility of securing funding for and utilizing a computer cart that could turn any classroom into a computer lab		
T2	**15**—Request additional instructional space	• Form subcommittee • Draft proposal • Request representation on Facilities Committee	July 018 Dec 2018	Chair
		• Meet with Dean of Counseling Services and Dean and/or VP of Academic Affairs	May 2019	
T3	**16**—Defray costs of career assessments	• Reinstate materials fee • Investigate alternate funding sources to cover costs of valid/reliable career assessments	Apr 2018 Dec 2018	Ross, Lee, Ukita
		• Research lower cost options that may not meet validity/ reliability standards	Aug 2019	
T4	**17**—Develop an OER text for COUN 200	• Form subcommittee • Review current OER texts available and reach out to colleagues at other CCs for possible collaboration on content	Aug 2018 Mar 2019	Carrillo, Quilizapa, Castro
		• Develop initial content • Review and feedback by other COUN instructors	May 2020 Dec 2020	
		• Complete revisions and make available for use	Aug 2021	

COUN Goal Timeline

	Spr 2018	Sum 2018	Fall 2018	Spr 2019	Sum 2019	Fall 2019	Spr 2020	Sum 2020	Fall 2020	Spr 2021	Sum 2021
1—Increase sections					•————————	——————					
2—Explore scheduling and formats			•—————	————	—————•						
3—Culturally responsive readings		•—————	————	————	—————•						
4—Professional dvpt		•- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -
5—COUN 101A SLO assessment	•——•										
6—COUN 10, 101B, 101C, 150 SLO assessment		•————•									
7—Routine SLO assessment		•- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -	- - -
8—ADA compliant videos			•————	————	—————	•					
9—Delete/inactivate courses			•————	——•							
10—COUN adjunct pool		•—————	————	——•							
11—Tech resources		•—————	————	———•							
12—COUN 10 CSU transferable				•————	————	——•					
13—COUN 150 UC transferable						•————	————	——•			
14—Computer lab access		••									
15—Additional instructional space		•————	————	———•							
16—Career assessment costs		•—————	————	————	————•						
17—COUN OER text			•————								

Blue arrows identify goals to be coordinated by the instructional chair; green identify those to be coordinated by subcommittee or other project lead.