FY22 (2021-2022) Action Plans

Timestamp	Username	1. Action Plan Title:
2021/10/22 11:12:47 AM EST	jhaack@jeffco.edu	JCI Gym Renovation and Upgrade
2021/10/25 10:44:22 AM EST	jlinhors@jeffco.edu	Signage Replacement at JCH Monument/Entrance
2021/10/26 1:34:21 PM EST	bgallawa@jeffco.edu	Community Partnership Application Procedure
2021/10/26 1:38:08 PM EST	bgallawa@jeffco.edu	Employee Community Service List & Approval
2021/10/26 1:42:50 PM EST	bgallawa@jeffco.edu	Community Service Tracking System for students
2021/11/09 11:26:13 AM EST	dhale1@jeffco.edu	Data Center for CIS Programs
2021/11/09 2:57:55 PM EST	jlinhors@jeffco.edu	Cybersecurity training for users
2021/11/15 10:44:50 AM EST	jlinhors@jeffco.edu	CIS/IT Internship Program
2021/11/15 10:54:10 AM EST	jlinhors@jeffco.edu	Call Tree/Auto Attendant Update Task Force
2021/11/18 2:05:07 PM EST	mbooker@jeffco.edu	Fine Arts Theater Sound System
2021/11/18 2:18:15 PM EST	mbooker@jeffco.edu	JCTV Studio Mass Media Renovation
2021/11/18 2:29:36 PM EST	mbooker@jeffco.edu	Fine Arts Theater Shop
2021/11/19 9:54:45 AM EST	byoung12@jeffco.edu	EdSights Retention SMS Texting BOT
2021/11/19 1:14:43 PM EST	msmreker@jeffco.edu	Server Refresh
2021/11/19 1:20:34 PM EST	msmreker@jeffco.edu	SAN replacement
2021/11/22 9:11:34 AM EST	rstephe4@jeffco.edu	Increase the number of electrical outlets in room 107 of the Technology Center
2021/11/22 9:18:37 AM EST	rstephe4@jeffco.edu	Phone charging bank in the ASC
2021/11/22 3:35:53 PM EST	msmreker@jeffco.edu	Chromebook Proof of Concept
2021/11/24 3:25:53 PM EST	rstephe4@jeffco.edu	Upgrading our Anatomage Table

2. Project Manager Name:	3. Department or Committee Name:	4. Org Code
Joe Haack	JCI	56507
Roger Barrentine/John Linhorst	Capital Project	85
Brandi Gallaway and Tim Denney	CEOC	573
Brandi Gallaway and Tim Denney	CEOC	573
Brandi Gallaway, Tim Denney, and Kaysie Watson	CEOC	573
Douglas Hale	CIS	56304
John Linhorst	Information Technology	85
John Linhorst	Information Technology	85
jlinhors@jeffco.edu	Information Technology	85
Michael Booker	Humanities	552
Michael Booker	Communication	55214
Michael Booker	Theatre	55204
Brenna Young	Enrollment Services	707
Mark Smreker	Information Technology	85
Mark Smreker	Information Technology	85
Dale Richardson	The Academic Success Center	579
John Linhorst	Academic Success Center	579
Mark Smreker	Information Technology	85
John Linhorst	Academic Success Center	579

5. Action Plan Description
This projects purpose is to completely redo the gym used by the EMS and LEA programs. The current gym has equipment that is falling apart and does not fully meet the needs of the students which includes physical activity as part of cirriculum. This project will provide new equipment tailored to our public safety services that work in very physically demanding environments in high stress
The JCH Monument/Entrance Marquee at Hillsboro has aged to the point that the signage is failing and replacement parts are difficult to acquire and are costly. This proposal is for the replacement of the signage component housed inside the monument and the connectivity components to program and change the signage content.
Procedure for new community partnerships to apply & be approved and solidified. A procedure was developed but weâ€™d like to make sure itâ€™s streamlined. Where does the list live so that others have access to it? Once itâ€™s approved, does the College President want to approve it? How does this process look?
for them. Some prefer an email or do we need a formal process? (HR?) Will this be the same across the board or will this be just through the supervisor?
Tracking software system for student volunteer hours. So this can be added to their transcript. This does not include in-service learning.
Build as Data Center to be used for CIS Program Labs as well as for course delivery via virtual machines into the classroom as well as remotely. This Data Center will be divided into Lab sections for both the CIS Computer Support Option as well as our up and coming Cyber Security Option, a virtualization area for private cloud, course delivery and virtualization labs, as well as hardware needed for hand on labs for a variety of our courses.
Evaluate a recurring regimen of cybersecurity training conducted annually or semi-annually by in-house IT staff. This training is meant to strengthen the human-element security of our employees via elective training sessions, and over time is intended to allow them to grow their knowledge of cybersecurity terminology, best practices, and more advanced understanding of cybersecurity protocols surrounding their office technology.
Consider the development of a program between the IT Department and the CIS Department in which eligible CIS students can intern with the Technical Services team, particularly during the Spring and Summer timeframes. The work would mostly involve support to the technical services staff, allowing the intern to gain some valuable experience as a technical professional while at the same time providing support to our environment in a greater time of need for adds and moves of equipment in the spring and summer months. Estimated costs: Work study or other eligible monies that can cover the costs of 10-15 hours or work per week, per intern. Initial indications from CIS Faculty and from the Associate Dean of the
The voice guided system has not had any notable changes since the launch in 2016. At times the system detects incorrect prompts via voice activation due to missing routing related to institutional changes. Estimated Costs: $0 Recommendation: Consider forming a task force with the charge of developing a â€œbetterâ€ call tree and voice activation prompts aligned with current charges of institutional divisions and
This is request to replace, improve and update sound system equipment in the Fine Arts Theater.
This is a request to improve the space in the JCTV studios for purposes of supporting existing hands-on TV production classes, as well as offering production space for new classes in sound editing, video editing, and podcasting.
This is a request to renovate the Fine Arts building set shop in order to improve its storage, ease of use, and safety.
This is a retention SMS chabot designed to provide personalized proactive outreach to students, from the BOT and also customizable texts from advisors. It engages with current students while knowing our campus and college resources. This will assist with the persistence and retention of our students, and has been proven to enhance college/universities retention rates by up to 13% per
Phasing out old hardware and purchasing new downsized equipment with the goal being to reduce licensing costs and size/power of on premise hardware
Phasing out old hardware and purchasing new downsized equipment with the goal being to reduce licensing costs and size/power of on premise hardware
There needs to more electrical outlets in room 107 in the Technology Center. Some faculty who work in that room have complained there are not enough outlets to plug in auxiliary devices.
A phone charging bank in the ASC will allow students to charge their phones when they are low on power. This has happened occasionally in the ASC. Students have come in with devices that are
Evaluate the chromebook for a number of on-campus users in order to gather feedback on the possibility of a wider rollout in the future
The plan is to replace the current computer and operating system so the Anatomage Table can accept upgrades as they are released by Anatomage Inc.

6. Desired Implementation Year	7. Primary Strategic Aim:
AY 2023 (July 1, 2022 - June, 30 2023)	1.) Student Success
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence;4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023)	1.) Student Success;4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023)	1.) Student Success;2.) Instructional Excellence;3.) Operational Excellence;4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023);AY 2024;AY 2025;AY 2026	2.) Instructional Excellence;3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	1.) Student Success
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023)	2.) Instructional Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	4.) Community Engagement
AY 2023 (July 1, 2022 - June, 30 2023)	1.) Student Success
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
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AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	3.) Operational Excellence
AY 2023 (July 1, 2022 - June, 30 2023)	2.) Instructional Excellence;3.) Operational Excellence

8. Strategic Goals:
SP1:G1 Enhance the student experience through quality curricular and co-curricular experiences.;SP1:G5 Expand services and programming in collaboration with community partners to support the emotional, psychological, and social well-being of students.
SP2:G5 Utilize emerging technologies to support the curricular and co-curricular experience.;SP3:G2 Develop integrated operational plans to address facilities, maintenance, workforce, and technology needs.;SP3:G5 Implement new branding and marketing strategies to maximize enrollment and increase support from the community.;SP4:G1 Promote involvement of community residents in college
SP4:G2 Grow opportunities for community service and civic engagement for students, faculty and staff.
SP4:G2 Grow opportunities for community service and civic engagement for students, faculty and staff.
SP1:G1 Enhance the student experience through quality curricular and co-curricular experiences.;SP4:G2 Grow opportunities for community service and civic engagement for students, faculty and staff.
SP1:G1 Enhance the student experience through quality curricular and co-curricular experiences.;SP1:G2 Increase student persistence, retention and completion.;SP1:G3 Cultivate a culture of inclusiveness that supports the success of a diverse student body.;SP1:G4 Improve the accessibility of campus locations and the College's events and programming.;SP2:G1 Respond to areas of high demand and underserved need through credit and non-credit programs.;SP2:G2 Maximize use of active learning, academic service learning, and other innovative teaching strategies that improve
SP2:G5 Utilize emerging technologies to support the curricular and co-curricular experience.;SP3:G3 Expand efforts to improve effectiveness of shared governance by developing shared goals and focusing on faculty, staff, and administration partnerships in working toward achievement of the College's mission and vision.
SP1:G1 Enhance the student experience through quality curricular and co-curricular experiences.;SP1:G3 Cultivate a culture of inclusiveness that supports the success of a diverse student body.;SP1:G5 Expand services and programming in collaboration with community partners to support the emotional, psychological, and social well-being of students.;SP2:G2 Maximize use of active learning, academic service learning, and other innovative teaching strategies that improve student learning and success for a diverse student body.;SP2:G4 Enhance work-based learning options to provide student access to professional experiences that strengthen future employability.
SP1:G4 Improve the accessibility of campus locations and the College's events and programming.;SP2:G5 Utilize emerging technologies to support the curricular and co-curricular experience.;SP3:G2 Develop integrated operational plans to address facilities, maintenance, workforce, and technology needs.
SP4:G1 Promote involvement of community residents in college programming and activities.
SP2:G1 Respond to areas of high demand and underserved need through credit and non-credit programs.
SP4:G1 Promote involvement of community residents in college programming and activities.
SP1:G2 Increase student persistence, retention and completion.
SP3:G2 Develop integrated operational plans to address facilities, maintenance, workforce, and technology needs.
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SP1:G1 Enhance the student experience through quality curricular and co-curricular experiences.;SP2:G2 Maximize use of active learning, academic service learning, and other innovative teaching strategies that improve student learning and success for a diverse student body.;SP2:G5 Utilize emerging technologies to support the curricular and co-curricular experience.

9. Performance Indicators
Graduation rates, job placement rates, graduate and employer surveys (sent 6 months after course completion), course completion surveys, resource assessment matrix, injury occurrence
Noel-Levitz Student Satisfaction Ratings, Community Satisfaction Ratings
Employee and Community Service would be greatly improved and utilized.
More employee access to community service opportunities and clear supervisor approval procedure.
Students will have a print out for future schools, scholarships, and employers to prove community service hours.
Fall-to-Fall Persistence Rates and Graduation Rates. Higher Enrollment in programs.
Number of employees in attendance
Number of students in the internship program, Evaluation of intern work performance
Number of calls successfully routed, Caller satisfaction
NA
Student enrollment in proposed AA in Mass Media Communications
NA
Fall to Fall Persistence Rates, Graduation Rates, Noel-Levitz Student Satisfaction Ratings
Year-over-Year licensing costs
Year-over-Year licensing costs
Employee satisfaction while working in the ASC.
Increased student satisfaction with the services provided in the ASC.
User satisfaction
Successful completion of Anatomy and Physiology courses (A, B, or C grades) as a result of usage of the Anatomage Table.

10. Additional Resources Needed (if applicable):
One-Time Expenditure required for plan start-up.
One-Time Expenditure required for plan start-up.
No additional resources needed. Plan requires no additional funding or will be funded through existing budgets.
No additional resources needed. Plan requires no additional funding or will be funded through existing budgets.
New Annual Expenditures required.
One-Time Expenditure required for plan start-up.;New Annual Expenditures required.
No additional resources needed. Plan requires no additional funding or will be funded through existing budgets.
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One-Time Expenditure required for plan start-up.
No additional resources needed. Plan requires no additional funding or will be funded through existing budgets
One-Time Expenditure required for plan start-up.

11. Estimated Budget Amounts:
$20,000
$60,000
Not sure yet
Infrastructure Hardware for Data Center - $80,000
The cost to this action plan would be minimal if printed materials or additional training materials may be needed for training sessions. Content would be developed in house.
Would be interested in working with Financial Aid to gain access to work study monies if available.
$0,
$75,000
$75,000
$40,000
$51,110 Multi-year contract (2 year contract)
$6,000 One-time expenditure.

12. Funding Sources:
Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing
Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing
No additional financial resources needed.
No additional financial resources needed.
We will have to ask that this be added to the budget
Existing Departmental Funds;Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing;Grants
Existing Departmental Funds;No additional financial resources needed.
Existing Departmental Funds
No additional financial resources needed.
Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing
Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing
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Capital Projects Funds ***Must submit separate forms through the annual Capital Project Request process in addition to this Action Plan form. Click here for the FY23 Submission Form: https://docs.google.com/forms/d/1kj0l5I0WC06XNiLGJ8q5iTBwQ5XGpH4Jw78gI_Y5Dxs/edit?usp=sharing

13. Project Manager E-mail:	14. Institutional Action Plan--Required Approvals:
jhaack@jeffco.edu	Vice President of Instruction
jlinhors@jeffco.edu/rbarrent@jeffco.edu	President (Departments directly reporting to the President)
bgallawa@jeffco.edu and tdenney@jeffco.edu	Dean of Integrated Planning and Academic Services
bgallawa@jeffco.edu and tdenney@jeffco.edu	Dean of Integrated Planning and Academic Services
bgallawa@jeffco.edu, tdenney@jeffco.edu, kwatson5@jeffco.edu	Dean of Integrated Planning and Academic Services
dhale1@jeffco.edu	Vice President of Instruction
jlinhors@jeffco.edu	Vice President of Finance and Administration
jlinhors@jeffco.edu	Vice President of Finance and Administration
jlinhors@jeffco.edu	Vice President of Finance and Administration
mbooker@jeffco.edu	Vice President of Instruction
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jlinhors@jeffco.edu	Dean of Integrated Planning and Academic Services
msmreker@jeffco.edu	Vice President of Finance and Administration
rstephe4@jeffco.edu	Dean of Integrated Planning and Academic Services

15. Additional Approvals (check any or all that apply):	16. Please list any questions or suggestions you had while completing this process:
Buildings and Grounds;Information Technology	
President's Office	
HR	
Information Technology	
Information Technology	
Information Technology	Discussed with Tracy James and approved for submission, 11/09/2021
Information Technology	Discussed with Tracy James and approved for submission, 11/09/2021
Information Technology	Discussed with Tracy James and approved for submission, 11/09/2021
Buildings and Grounds	
Buildings and Grounds;Information Technology	
Buildings and Grounds	
Information Technology	
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