

INSTITUTIONAL STRATEGIC MASTER PLAN 2009-2014
GOAL#1 ~ PIONEERING

February 21, 2011

T A S K	TO COORDINATE THE DEVELOPMENT OF AN EMPLOYER NEEDS ASSESSMENT FOCUSED ON TRAINING AND EDUCATIONAL SERVICES
SPECIFIC ACTIVITIES TO ADDRESS TASK	Create a survey which focuses on perceived employer needs as it relates to training and the quality of their existing workforce.
PERSON RESPONSIBLE	Assistant Director, CE & WD
TIMELINE	March 15, 2011
STATUS	Not Started
PERFORMANCE MEASURE	The percentage of positive responses should be above 70%
PERCENT COMPLETED	
NEXT STEPS	Once the survey has been developed, it will be given to all HR departments with whom we interact; through CE, WD or Apprenticeship
COMMENTS	
SPECIFIC ACTIVITIES TO ADDRESS TASK	Department Advisory Council meetings, conducted Spring and Fall semesters
PERSON RESPONSIBLE	Department Chairs
TIMELINE	Continuous & Ongoing
STATUS	Started
PERFORMANCE MEASURE	Changing workforce needs will dictate curriculum adaption as directed by council
PERCENT COMPLETED	
NEXT STEPS	Annual Program Review
COMMENTS	

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T A S K	TO DEVELOP A PROGRAM TO PARTNER WITH PRIVATE WORKFORCE TRAINING PROVIDERS
SPECIFIC ACTIVITIES TO ADDRESS TASK	Develop Standard Operating Procedure on establishing private industry and training relationships with individuals outside of GCC.
PERSON RESPONSIBLE	Assistant Director, CE & WD
TIMELINE	May 1, 2011
STATUS	Started
PERFORMANCE MEASURE	Finalized SOP Document
PERCENT COMPLETED	
NEXT STEPS	Distribute to relative parties and make it available on MyGCC website.
COMMENTS	
SPECIFIC ACTIVITIES TO ADDRESS TASK	GCC representative will join relevant business service organizations on membership basis.
PERSON RESPONSIBLE	Assistant Director, CE & WD
TIMELINE	Ongoing
STATUS	Started
PERFORMANCE MEASURE	Weekly reporting at management Team Meetings on planning opportunities obtained from attendance meetings
PERCENT COMPLETED	
NEXT STEPS	Development of relevant training and partnership opportunities.
COMMENTS	