



Annual Plan Progress Report

2025-26 progress on implementation of the College Education Master
Plan (EMP)

Planning & Budgeting Council

May 6, 2026

Priority Initiatives Selected for 2025-26

Goal 1: Student Access, Success, and Completion

- 1.8 Ensure academic program viability
- 1.15 Create and scale the First Year Experience Program

Goal 2: Equity-Minded and Antiracist College Culture

- 2.6 Improve faculty and staff hiring practices to ensure a diverse pool of applicants

Goal 3: Community Connections

- 3.11 Create and expand career exploration experiences for students

Goal 4: Accessible Infrastructure and Innovation

- 4.1 Improve access to campus via public transit, rideshare

1.8 Ensure academic program viability

Progress in 2025-26:

On December 11, 2025, Academic Senate finalized and approved a final, revised Program Improvement and Viability Process

The final, clean version that was passed: **Program Improvement and Viability Process**

1.15 Create and scale the First Year Experience Program

Completed Actions:

- ✓ Take inventory of current activities
- ✓ Outline desired FYE elements
- ✓ Identify gaps and opportunities to further FYE outcomes
- ✓ Complete Gap analysis and develop FYE expansion plans

Regular and Recurring Activities:

- Super Registration events recruitment into programs
- First semester Counseling and SEP
- Pre-semester orientations, classes, and workshops
- Welcome Week

Identified Gaps:

- Opportunities for collaboration and growth, be strategic about resource requests
- Summer Bridge and/or other collaborations to support developing community of learners
- Reaching students earlier about technology information & resources that can be accessed through bookstore
- Broader summer offerings for new students
- Introduce support teams before semester begins
- Update digital/print materials to direct students to information when they need it



2.6 Revise and improve faculty and staff hiring practices that recognize both traditional and nontraditional experiences and qualifications to ensure the hiring of a diverse pool of faculty and staff applicants

District-Level Work on Strategies to Address Underrepresented Populations

- **Identify Causes for Underrepresentation;** reviewing minimum and preferred qualifications, evaluating recruiting sources, evaluating bias, workplace climate surveys, and exit surveys.
- **Set Placement Goals;** A "placement" is defined as all hires and promotions into the job category in question. A placement goal is not a target or quota but a means to measure the effectiveness of the District's employment practices.
- **Implementation of Action Plans;** For each placement goal, the District will develop an appropriate action plan, which may include actions such as targeted outreach and recruitment, conducting one-on-one meetings with our outreach and recruiting partners to offer specific information about the District and positions to be filled in the coming months, inviting outreach and recruiting partners for a campus tour, reevaluating the use of testing instruments, additional training for hiring managers and search committees, evaluating exit surveys to determine causes for voluntary separations, and programs and services offered by the District to promote inclusion, access and retention of underrepresented groups.



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District-Level Work on Hiring Strategies

Job Announcements and Position Descriptions

- Train EEOAC members on best practices in developing job announcements and position descriptions.
- Review of position descriptions to ensure they focus on essential skills and qualifications and do not exclude potential candidates, avoiding gendered language that might dissuade prospective candidates from applying.
- Job announcements will clearly state the knowledge, skills, and abilities necessary for job performance, including demonstrated sensitivity to and understanding the diverse academic, socioeconomic, cultural, disability, gender identity, sexual orientation, and ethnic backgrounds of community college students
- Job announcements include possibility of meeting minimum qualifications through equivalency.

Recruitments

- District uses recruitment resources such as LinkedIn Recruiter, the Higher Education Recruitment Consortium, Job Elephant, community organizations and partners to conduct targeted outreach continuously.
- Recruitment at job fairs, conferences, and events by groups underrepresented in the District's workforce.
- Data tracking through LinkedIn, Job Elephant, and PeopleAdmin to analyze data on our hiring practices, sources of candidates, and the demographics of applicants and new hires.

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EEOC Actions in 2025-26

- **TRAINING:** Trustee training on Title 5, EEO Plan, workforce data analysis, and methods to address underrepresentation (annual fall study session)
- **CONSULTING EXPERTS:**
 - Became The Higher Education Recruitment Consortium (HERC) members and gained resources for trainings, templates, and guides for diverse hiring
 - Connected to Biddle Consulting Group Institute for HR and EEOAC projects
- **COMMUNICATION:** Updated district-wide communication on diversity commitments through chancellor blog, board resolutions, and all-campus announcements so applicants understand our district values
- **DATA:** Working on a district-wide employee demographics data dashboard
- **HIRING:**
 - Increased conference presentations by SMCCCD employees at NCORE, ACCCA, and conferences to bolster interest in working at our colleges
 - Increased support for diversity training and public diversity events to connect to potential candidates (HBCU tabling, President's Advisory

3.11 Create and Expand Career Exploration Experiences for Students

Completed Actions:

- ✓ Multiple meetings to discuss opportunities with internal and external partners.
- ✓ District movement towards the development of a single district-wide job board for student employment
- ✓ Lead Interest Area Counselors identified
- ✓ Funding for Career Café secured through ASCC

Regular and Recurring Activities at the Career Center:

- Career Café
- Monthly Career Workshops
- Interest Area Career Counseling Drop-in-Support

Identified Opportunities:

- How can we further integrate external partners into Cañada College? (JobTrain is attending the May Counseling Division meeting to discuss continued partnership opportunities)
- Institutionalize lead Interest Area Counselors
- Permanent funding for extended Career Center activities

4.1 Improve access to campus via public transit, rideshare

Progress in 2025-26:

1. Create one central website that summarizes all transportation options.
 - Status: Completed
 - Website: [Overview | Transportation | Cañada College](#)
2. Partner with Associated Students to raise awareness about available options and where to get help.
 - Status: Completed
3. Meet every week to check in and provide any updates.
 - Status: Ongoing