

ADMINISTRATIVE SERVICES
Human Resources
Unit Plan 2007-2008

Unit Mission Statement:

To provide leadership in the development, implementation, and administration of sound human resource policies, procedures, and programs which support the college's educational and research mission. The goal is to be responsive to the changing needs of constituents, including employees, management, employee organizations and other college or state-related entities, while advancing the strategic goals and interests of the college.

PRIORITY	COLLEGE STRATEGY	OBJECTIVES	ACTIVITIES/TASKS	RESOURCES	COSTS
1	7.5	Upgrade communications equipment	Order computers and printers	IT	\$5,000.00
2	7.5	Evaluations (have our evaluation process on target with district timelines)	Track completion of evaluations	District Office	\$0
3	7.5	EAP Workshop (make use of valuable information that will help employee's perform their job duties more effectively.)	Hold more workshops on campus	EAP	\$0