

Oakland Community College

Project Report
March 18, 2014

*Strengthening college operations and organizational, academic
and financial structures
in order to improve student success*



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Project Components

- Since the project began in May 2012, CBT has assigned 15 experienced consultants to work with OCC staff and to make recommendations in a wide range of areas that are intended to improve operations and focus resources on student success:
 - Planning, evaluation, budgeting, investment management, contracts, governance, administration, communication, child care, athletics, program review, policies and procedures, benchmarking and key performance indicators, data capacity and culture of evidence, student services, contract education, and CREST

Project Reports

- Academic Master Plan
- Academic Policies & Procedures
- Academic Program Review
- Administrator Performance Review
- Administrative Services Process Review
- Athletics
- Benchmarking & KPIs
- Budget Allocation, Process & Contracts
- Budgeting & Investment Management
- Child Care
- Contract Ed & CREST
- Data Capacity I & II
- Governance, Administration & Communications
- Integrated Planning
- Student Services

Key Recommendations

- Return scheduling authority to academic deans
- Maintain job descriptions
- Evaluate administrators annually
- Hold administrators accountable for decisions and timely implementation
- Ensure that decisions are data-informed & aligned with integrated plans

Key Recommendations

- Make committee service a professional obligation, not an extra pay assignment
- Convert some standing committees to task forces
- Ensure that an administrator and Affirmative Action representative is present at all meetings of search committees
- Provide for involvement and communication in the budget development process

Key Recommendations

- Develop a comprehensive Student Success and Enrollment Plan which includes a full range of components
- Define a role for a Student Affairs Dean for each campus to provide day-to-day supervision for all Student Services managers and staff
- Centralize financial aid processing and reporting

Key Recommendations

- Align Key Performance Indicators to reflect clear college-wide priorities for the improvement of student success
- Establish consistent policies on course repetition
- Undertake a thorough market study of the potential for increasing CREST programs and services

Key Recommendations

- Develop a written framework for a unified, discipline-based program review process
- Schedule periodic evaluations of progress toward the goals for improved data-driven decision-making
- Revise procedures to reflect new organizational structure and align them with Board Policies through a numbering and titling system

Key Recommendations

- Focus Senate on academic and professional matters
- Prepare a rolling three-year operating budget for the current year and two plus years
- Prepare a five-year capital outlay budget to include new construction, major maintenance, equipment replacement, and undesignated reserves for capital outlay

- On behalf of CBT, I appreciate the opportunity to be of service and to assist OCC to provide even greater service to its students and to meet the challenges ahead.



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