

## INITIATIVE & PRIORITY WORK SHEET

Goal Responsible (GR) Person:

Overall Responsible (OR) Person:

YEAR 1: GOALS	RESOURCES					
Description of Assigned Goals	Needed College Resources	Operational Budget Requirements	Capital Budget Requirements	Challenges or Barriers	Can Complete In 1 Year? (if no, move to year	List any unexpected barriers encountered during implementation:
Analysis of content split between and focus of public website and MyNPC	Staff time (IS, Student Services, Admin Services, Instruction)	NA	NA	Finding adequate work time; achieving consensus on goals and focus	Y	
Redesign of public website	See separate MPR Ops plan document for this goal				Y	
YEAR 2: GOALS	RESOURCES					Why were these goals NOT included in year 1?
Redesign of MyNPC web portal	See separate MyNPC Ops plan document, likely not forthcoming until hire and orientation of VPAS is completed.					This goal needs significant HR and VPAS input, those positions are currently vacant. Also, IS resources are limited and will be focused on other projects in Year One.
YEAR 3: GOALS	RESOURCES					Why were these goals NOT included in year 1 or 2?

Approval Signatures and Date
GR:
GR Supervisor:
OR:

Goals suggested to be deleted or placed on the "Opportunity Board." (Add brief rationale - leave blank if none)

## OPERATIONAL PLAN

*This form is ONLY completed for year 1 goals. List goals in order of importance, 1 being top priority.*

Department Name VPLSS

Fiscal Year of Execution: **2016-2017**

GOAL #	SUPPORTS STRATEGIC PLAN #	GOAL DESCRIPTION	# OF STEPS TO COMPLETE GOAL	DEADLINE FOR GOAL COMPLETION	ASSIGNED TO	RESOURCES NEEDED	MEASUREMENT OF COMPLETION
<b>1</b>		Evaluate, rewrite, and redesign college technology platforms, including MyNPC and the public website, focusing on improving usability, simplicity, and efficiency.	Multiple, for each of at least 3 GRs	Will be accomplished in steps, with public website occurring first. Intent to complete public website no later than Mid 2017.	VPLSS, assistance from Marketing Director, IS Director, VPAS	Staff resources from affected areas. Each goal area will list specific resources.	Launch of each software redesign. Measurement of user satisfaction with each launched software redesign.
<b>GOAL JUSTIFICATION</b>							
Public website needs to updated to meet modern technology requirements and user expectations. Hobson's Starfish software system must be implemented to meet requirements of PASS system. MyNPC needs redesign/rethink to meet user expectations.							

DETAIL OF ACTION STEPS		
GOAL # 1	DESCRIPTION OF STEPS	Time Estimage
Step 1	Have all affected groups define their view of MyNPC and website focus	1-Oct-16
Step 2	Have all affected groups define what content from their areas should be in each tech area	1-Nov-16
Step 3	Convene meeting of representatives from all groups	Nov-16
Step 4	Conduct series of discussions to achieve consensus or agreement on focus and contact of public website and MyNPC	Nov-16

SPASC APPROVAL?	APPROVAL DATE:
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