

Unit Accountability Management Plan

Human Resources

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2012-2015 Unit Plan

Create Action Items

Mission Statement

The Distance Education Department is dedicated to supporting and promoting the College's mission and goals of equitable student learning and achievement, academic excellence, and workforce development by delivering high quality distance education training and support services for faculty and students that meet federal, state and accreditation requirements.

Overview/Summary

A responsive and customer-service oriented HR program will enable the District to accomplish its mission of student learning and success.

The attainment of this outcome will be measured by successfully completing the following objectives:

- o Creation of mission and value statements that are reflective of the strategic partnership role HR must play within the organization.
- o Restructuring organizational setup of the HR program, with an emphasis on enhanced service delivery.
- o Conduct of successful recruitments for the following positions: HR Supervisor, HR Analyst, HRIS Coordinator and EEO Compliance Manager.
- o Implementation of LancerPoint (Banner HR).
- o Implementation of Cornerstone on Demand applicant tracking system.
- o Updating of applicable policies and procedures.

Action/Solutions

Track Action Items

Action/Solution Statuses

Status Summary

No text specified

Summary of Next Steps

No text specified

Create Improvement Actions (Program/Unit)

Action/Solutions

Track Improvement Actions (Program/Unit)

Action/Solution Statuses

Status Summary

No text specified

Summary of Next Steps

No text specified

Data Sets and Reference Materials