12-Month Work Plan
Dr. Terri Goldstein
Disabled Students Programs & Services

Student Learning

Culture
• Support students in their classroom learning by providing accommodations such as testing, special seating, tape recording, books in alternative format and auditory information in visual formats (Realtime Captioning, Sign Language Interpreting)

Planning
• Teach students about accommodations and their individual disability-related needs
• Teach students how to interact with faculty in a positive way individually and in groups
• Teach students about health and wellness through adaptive activities
• Hire an Adapted PE teacher
• Teach students how to use assistive technology to support their school and work

Values
• Lifelong Learning
• Diversity

Student Progression and Completion

Culture
• Create a culture where degree completion is valued

Planning
• Complete abbreviated and comprehensive education plans with students
• Track student progress on their Student Educational Contracts
• Provide ongoing counseling contacts with students
• Initiate a chapter of the Delta Alpha Pi honor society of students with disabilities
• Serve on the Students of Concern Team

Values
• Lifelong Learning
• Integrity
• Community

Facilities

Culture
• Create a DSPS department identity

Planning
• Integrate DSPS personnel and components into one location
• Provide information to M&O about ADA violations/access issues on campus
• Participate on the facilities committee
  
  **Values**
  
  • Community
  • Sustainability

**Oversight and Accountability**

  **Culture**
  
  • Create a culture of openness and transparency
  • Coordinate bi-monthly staff meetings

  **Planning**
  
  • Develop and maintain student files and master spreadsheet
  • Oversee MIS reporting to the district and State
  • Alignment of the program review with the budget process
  • Active monitoring and analysis of the budget
  • Identify and purchase an electronic data management system

  **Values**
  
  • Community
  • Sustainability
  • Integrity

**Leadership and Engagement**

  **Culture**
  
  • Support staff and attend the annual CAPED conference
  • Encourage staff participation on external boards/committees

  **Planning**
  
  • Collaborate with the mayor’s HIRE committee events such as career fair and luncheon
  • Participate on the EODAC committee
  • Participate in the facilities committee
  • Participate in the WorkAbility Advisory Board
  • Attend Counseling Department meetings
  • Participate on the EOPS/CARE/CalWORKS Advisory Board
  • Orient high school students with disabilities
  • Plan and implement Disability Awareness activities

  **Values**
  
  • Community
  • Learning
  • Wellness