Bakersfield College Work Plan 2018-2019

Human Resources Manager, Dena Rhoades

2018-2019 Goals:

Strategic Direction #4: Leadership and Engagement

Goal 1 - Provide and track annual required employee trainings (safety, FERPA, etc)

Measurement:

In this case of identifying data of the tracking of all mandatory trainings, there is not historical data to draw upon, so 2018-19 year will serve to establish a baseline for completion. A historical chart will be created and maintained annually.

Estimated Completion: June 30, 2019

Strategic Direction #4: Leadership and Engagement

Goal 2 - Engage new classified employees by providing BC specific orientation within first month of hire.

Measurement:

To increase the success and retention of classified employees, an orientation specific to Bakersfield College with be held within the first month of hire. A chart tracking the orientation and retention will be created.

Estimated Completion: June 30, 2019

Strategic Direction #4: Leadership and Engagement

Goal 3 - Monitor employee evaluation completion

Measurement:

Ensure that employee evaluations of all classifications will be completed and submitted timely. Data will be monitored and reviewed as necessary for each classification and data will be reported out at the end of each academic year.

Estimated Completion: June 30, 2019
Strategic Direction #4: Leadership and Engagement

Strategic Direction #3: Facilities and Technology

Goal 4 – Electronic onboarding for new employees

**Measurement:**

Implement electronic onboarding process for all new employees. A measurement of the time an offer of employment is made and the date the employee is cleared to work using the electronic onboarding process.

*Estimated Completion: June 30, 2019*