

# Cradle-to-Career 5-Year Projected Timeline

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Revised 08.03.2022

	Year 1	Year 2: FY 2022–23	Year 3: FY 2023–24	Year 4: FY 2024–25	Year 5: FY 2025–26
Strategy and Operations	<ul style="list-style-type: none"> <li>Seated Governing Board</li> <li>Signed legal agreements</li> <li>Appointed Executive Director</li> <li>Defined leadership positions &amp; initial staff recruitment</li> </ul>	<ul style="list-style-type: none"> <li>Recruit leadership and build staff team</li> <li>Secure and prepare physical space for office and community engagement</li> <li>Define brand identity and communications strategy</li> <li>Establish office procedures within GovOps</li> </ul>	<ul style="list-style-type: none"> <li>Ensure sustainability of efforts</li> <li>Continuous improvement on office operational metrics and efficiency</li> </ul>	<ul style="list-style-type: none"> <li>Plan for external evaluation</li> <li>Review externally facing tools and resources for user experience and accessibility</li> </ul>	<ul style="list-style-type: none"> <li>Review technology infrastructure to ensure it continues to meet expectations</li> <li>Plan for further expansion in future years</li> </ul>
Engagement	<ul style="list-style-type: none"> <li>Launched "Community Conversations"</li> <li>Continued holding meetings open to public input</li> </ul>	<ul style="list-style-type: none"> <li>Seat Advisory Boards</li> <li>Launch annual student experience audit</li> <li>Continued community engagement and feedback</li> </ul>	<ul style="list-style-type: none"> <li>Annual student experience audit</li> <li>Provide public trainings on using data tools</li> </ul>	<ul style="list-style-type: none"> <li>Annual student experience audit</li> <li>Continued user centered design approach</li> </ul>	<ul style="list-style-type: none"> <li>Annual student experience audit</li> <li>Continuous improvement based on input and engagement</li> </ul>
Analytical Tools	<ul style="list-style-type: none"> <li>Defined procurement and implementation plans for technology products.</li> <li>Issued RFP for data warehouse</li> <li>Completed Stages 1 and 2 of CDT's "Project Approval Lifecycle" for IT projects</li> <li>Review of data point definitions identified during planning process</li> </ul>	<ul style="list-style-type: none"> <li>Build technical infrastructure</li> <li>Data providers transfer initial data sets</li> <li>Design an initial dashboard and query builder interface</li> <li>Complete Stages 3 and 4 of CDT's "Project Approval Lifecycle" for IT projects</li> </ul>	<ul style="list-style-type: none"> <li>Develop and implement research data request process</li> <li>Expand analytical data set to include independent colleges</li> <li>Expand teacher credentialing analytical data set</li> </ul>	<ul style="list-style-type: none"> <li>Expand analytical data set to include private colleges</li> <li>Expand analytical data set to include additional early learning and care information</li> </ul>	<ul style="list-style-type: none"> <li>Expand analytical data set to include additional social service, health, and workforce information.</li> </ul>
Operational Tools	<ul style="list-style-type: none"> <li>Expand access to californiacolleges.edu planning tools and high school electronic transcript infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Expand access to californiacolleges.edu planning tools and high school electronic transcript infrastructure</li> <li>Assess possibilities for postsecondary electronic transcripts and eTranscript infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Expand access to californiacolleges.edu planning tools and high school electronic transcript infrastructure</li> <li>Assess possibilities for integrating artifacts for competency-based education into eTranscript infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>Expand access to californiacolleges.edu planning tools and high school electronic transcript infrastructure</li> <li>Assess possibilities for integrated social service applications</li> </ul>	<ul style="list-style-type: none"> <li>Complete state-wide scaling of californiacolleges.edu</li> </ul>

# 1

# Cradle-to-Career FY22-23 Annual Work Plan Planning

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	July - September	October - December	January - March	April - June
<b>Strategic Plan</b> 1	Scope potential contracts	Secure board input	Develop 3-year plan	Board review
<b>Annual Work Plan</b> 2	Staff develops Board review			Staff develop for '23-'24
<b>Annual Budget</b> 2	Staff develops Board review Submitted			Staff develop for '23-'24
<b>Legislative Report</b> 3,4,5	Staff drafts Board review Release			Staff begin writing report for '23-'24

- (1) AB132: 10866(d)1 Governing Board: Adopting an annual strategic plan and reviewing and revising that plan as needed.
- (2) AB132: 10867(b)2(A) C2C Office: Developing annual work plans, budget requests, and operational budgets.
- (3) AB132: 10866(d)9 Governing Board: Providing regular reports to the Legislature and Governor related to the implementation of this chapter.  
The reports to the Legislature shall be submitted in compliance with Section 9795 of the Government Code.
- (4) AB132: 60900.5(g) CCGI: On or before April 1, 2022, and on or before April 1 of each year thereafter, the Riverside County Office of Education shall report to the Director of Finance and the Joint Legislative Budget Committee regarding the annual budget for the CCGI as supported through the annual Budget Act. [Note: Reports now due in September.]
- (5) AB 132: 10867(b)2(C) C2C Office: Ensuring regular reporting and external evaluations of the efficacy of the data system in fulfilling its purpose.

# 2

# Cradle-to-Career FY22-23 Annual Work Plan Governing Board

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	July - September	October - December	January - March	April - June
Executive Director review	Create performance review process	Ad hoc committee review process	Board review with ED	
Advisory Boards	Seat members	Onboard members	Recruit next members	Select next members
Governance manual edits		Board committee	Board review	
Board chair	Seat and onboard incoming chair			Elect next chair

# 3

# Analytical Data

	July - September	October - December	January - March	April - June
<b>Data System</b>	Award contracts: System Integrator, Project Manager, Cyber Security and Privacy Analyst, Independent Verification and Validation Vendor, and Technology Products	Configuration and integration of technology products	Documentation and training on technology products, integration, and overall Data System	Scope research data request process
			Identity resolution and mastering	
<b>Security</b>	Documentation of Security and Privacy Controls	Finalize Security and Privacy Controls	Audit Security and Privacy Controls	
<b>Data Provider Activities</b>	Discuss data submission plans	Review Security and Privacy Controls per the Participation Agreement		
		First data submissions to C2C, following above review		
<b>Teacher Training and Retention Dashboard</b>		User Centered Design Process	Iterative Development and Implementation of Design	Beta Launch
			Communications Plan	<b>Board Review</b>
				Release
				Community Engagement

# 4

# Cradle-to-Career FY22-23 Annual Work Plan Operational Tools

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	July - September	October - December	January - March	April - June
<b>CCGI</b>	< < < < < < < Continued scaling to new K-12 districts > > > > > > >			
<b>CCGI &amp; C2C</b>	Align messaging to districts on a-g clean up	Align messaging to districts on 1-stop application platform	Learn from Student Experience Audit	Develop longer-term communications plan
	Gather input and reach communities via Community Engagement Advisory Board			
				Scope potential CCGI/C2C integration
<b>Continue to build technical implementation improvements with partners:</b>				
<b>CCGI &amp; UC</b>	Improve user experience of UC application integration & nightly data exchange		Course Management Portal enhancements: improvements for data quality	
<b>CCGI &amp; CDE</b>	Continue collaborating on MOU		Co-design data exchange plans	
<b>CCGI &amp; CSAC</b>	< < < < < < < CSAC nightly data sharing > > > > > > >			
<b>CCGI &amp; CSU</b>	Pilot: Final transcript pulls by CSU (removes burden on students to submit final transcripts)			
<b>eTranscript</b>			Explore future eTranscript options based on Student Experience Audit	Co-design integration plans with eTranscript

# 5

# Cradle-to-Career FY22-23 Annual Work Plan Engagement

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	July - September	October - December	January - March	April - June
<b>Annual Student Experience Audit</b> <small>1</small>	Scope potential contracts	Conduct audit and write report	Community Engagement Advisory Board and Board Reviews Release	Contract and conduct next audit
<b>User centered design</b>		Develop strategy for user centered design for dashboards, query builder, and overall data system		
<b>Communications Planning</b> <small>2</small>	californiacolleges.edu messaging	Brand identity development & website improvements	Dashboard communications	<b>Board review</b>
<b>Community Conversations</b>	> > > > > > > Ongoing Community Conversations > > > > > > >			
<b>Advisory Boards provide recommendations</b>	Sept. onboarding meeting	Oct. meeting	Jan. meeting	April meeting

(1) AB132: 10867(b)5(A) C2C Office: Conducting an annual student experience audit related to navigating the transition from secondary education to higher education.  
 (2) AB132: 10862(b)4 C2C Office: Implement communications, professional development, and technical assistance that supports data system use.

# 6

# Cradle-to-Career FY22-23 Annual Work Plan Office Operations

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	July - September	October - December	January - March	April - June
Staffing	<p>Finalize job descriptions and reclassifications</p> <p>Onboard directors to lead teams</p>	Continue recruitment of full staff team		
HR & leadership development	Define onboarding/offboarding protocols	Contract for leadership training	Refine staff development and continuous improvement processes	
Space	Define space needs for office and community engagement	Negotiate new lease	Renovations	Move to permanent space
Policies and procedures	Draft policies, procedures, manuals, and emergency plans	Review of policies by CalHR, GovOps, and CDTFA	Union review of C2C policies	
EEO	Secure contract for EEO position and DEIA services with CDTFA	Ongoing staff training and professional development on diversity, equity, inclusion, and accessibility		
Procurement	Coordinate with GovOps and DGS on procurement policies and procedures for services, software, and office purchases			