

As a result of annual evaluation and assessment, the Chipola College Foundation intends to implement the following plan of activities to increase its effectiveness. These activities help the college address the strategies in its *2005-06 Annual Plan* and include other activities to increase unit effectiveness during the next year.

Vol. III, Operational Unit No. 2

CC Foundation

<p align="center">2005-2006 Activities to Increase the Effectiveness of the Chipola College Foundation July 1, 2005 -- June 30, 2006</p>	<p align="center">Completed</p>	<p align="center">Comments</p>
1. Promote ethical behavior by developing, publishing, and distributing the Chipola College Ethics and Compliance Program to all college personnel.	Yes	
2. Conduct/participate in Ethics and Compliance workshops for administrators, career employees, and faculty members.	Yes	
3. Monitor compliance with the E & C Program and report regularly to the Board of Trustees.	Yes ongoing	
4. Review all SACS Special Committee documents according to College Policy 1.005 – Assurance of Data and Communications Accuracy and Integrity, which supports a culture of integrity and assures that all documents and transactions are truthful, accurate, and properly authorized.	Yes	
5. Continue to streamline the process of updating web pages.	Ongoing	
6. Disseminate the monthly financial information to the foundation investment committee and maintain contact with investment managers.	Yes, and continue to do so	
7. Coordinate Chipola College Foundation Annual Meeting and elect officers and directors as needed.	Yes	
8. Continue to build Foundation scholarship resources by a variety of means.	Ongoing	
9. Coordinate the outstanding donation for the Carter estate (litigation).	Ongoing litigation	
10. Seek funds through private foundation grants.	Ongoing	
11. Maximize Foundation assistance to as many Chipola students as possible.	Ongoing	2004-2005 \$881,323 to 1,505 students 2005-2006 \$920,249 to 1,446 students
12. Continue working to secure undesignated and non-scholarship donations to the Foundation.	Ongoing	

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13. Coordinate holiday dinner in conjunction with the Board of Trustees.	<p align="center">Yes</p>	
15. Produce Annual Report to mail to donors and write and submit the annual report/funding request to the McLendon Educational Trust Committee.	<p align="center">Yes</p>	
16. Increase by 5% the total dollar amount of donations to the Chipola Foundation (excluding state matching funds.)	<p align="center">No</p>	2004-2005 = \$812,206 2005-2006 = \$755,898
17. Coordinate and mail out request for proposals for audit services for the 2005-2006 fiscal year and facilitate the selection process by the Chipola Foundation Board of Directors.	<p align="center">Yes</p>	
18. Produce thank you letters/receipts for the W.A. Woodham fundraising dinner sponsored by the Chipola Appreciation Club.	<p align="center">Yes</p>	
19. Coordinate and implement changes to the Foundation Board of Directors, ByLaws, Articles of Incorporation and meeting notices regarding the Florida Sunshine Law and opinion by the Florida Attorney General.	<p align="center">Yes</p>	

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