Planning Overview
Summary of Iterative Annual and Comprehensive Review Cycles of Continuous Improvement

Comprehensive Review Cycle
(6 year)

Review Mission
• Accreditation
• Steering Committee

Master Plans
Assess measurable outcomes of each plan
(education, technology, facilities, student services)

Program Reviews:
Evaluation & Planning
(all units)

Evaluate Planning/Program Review Processes

Validation Review
(use rubric)

Vice Presidents
Resource Request Priorities
(use rubric)

Annual Cycle

P.I.E.C.
Prioritize all Resource Requests
(use rubric)

President
(FY budget allocation)

College Council Review & Recommendations

Budget Committee Review & Recommendations

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Why A Homegrown System?

- Integrate with multiple college processes
- Clear program review and planning processes had already been developed
- Integrate with other district systems
- No college budget for ongoing expenses
- Reflect breadth of college needs
Collaboration

- Acad. Depts.
- Spec. Prog.
- Interdisciplinary Prog

Academic Affairs

- Facilities
- Bookstore
- Food Services

Administrative Services

- Admissions
- Counseling
- Assessment

Student Services

- Assessment – Placement
- Curriculum - Graduation

Collaborative Efforts

Collaboration through IES
User Experience

- Likes
  - Access from home
  - Easy to follow program review section
  - Promoted collaboration
  - Easy to submit

- Challenges
  - Technical difficulties
  - Hard to follow planning section
  - Need more training
  - Validation cycle not smooth enough
Program Review Survey Comments

- Good things
  - It was definitely a high priority across campus. Everyone was talking about it.
  - Clear; meet College goal and department goal
  - Better clarified the process in my mind
  - The software was intuitive and more responsive.
  - That we were able to use the computer lab in the assessment center for collaborative work sessions as a division; to promote dialogue
  - I also like the ability for more than one person to access the IES system for collaboration purposes.
  - The cycle is clear. The PIE prioritization meeting was an important step in the cycle.
Program Review Survey Comments

- **Challenges**
  - Technical issues fixed.
  - That dictatorial practices are things of the past.
  - Language, planning portion of system, deadlines enforced for divisions and validators, more time to review validation comments so that I can implement them, more workshops (different days and times).
  - There should also be a program review that makes room for funding new cross-campus student success efforts on campus like the Student Showcase and the Semester Kickoff.
Program review processes are effective in evaluating whether or not courses, programs, and services are viable, current, and/or high quality.

Faculty engage in continuous data-driven dialogue centered on student learning and the improvement of student outcomes.

The College’s financial planning and budget development processes are adequately linked to the College’s mission and purpose.

Financial planning and budget development processes are clearly defined.

The current College budget and planning processes adequately address the needs of my department/division.

The Program Review Resource Request is a satisfactory tool for requesting needed resources.

I understand the College’s process for how funds are prioritized and distributed.

Facilities planning is adequately linked to the College’s mission and purpose.

My department/division has had adequate input in the programming of new buildings to which we will or have occupied.
Best Practices: Planning

- Integration
- Collaboration
- Evaluation
  - Problems are a good thing
  - Take time to reflect
  - Identify ways to make improvements
  - Evaluate again
- Simplicity; Sustainability
- Process is important
  - It’s all about the process, not the software
  - But the software supports the process
- Flexibility
- Trust
IES – Institutional Effectiveness System
Overview of Topics

- Program Review Section
  - Text box answers
  - Table questions
  - Instructions
  - Data
  - Manager and team
- Planning Section
  - Flexible
  - Goal
  - Planned action
  - Resource request
- Validation Process
  - Cross-area validation teams
  - Viability Indicator Review
- Resource Request Prioritization
- Reports
IES – Institutional Effectiveness System

Institutional Effectiveness System

Program Review

You are currently working on Program Review: Science.

Question and Answer

Question - Instructions

Describe the purpose of the Discipline/Program/Service.

Save

Next Question

Answer is successfully saved.
IES – Institutional Effectiveness System
Program Review Section
IES – Institutional Effectiveness System
Planning Section
IES – Institutional Effectiveness System Validation
IES – Institutional Effectiveness System Validation – Program Viability
Reports

Office of Research and Planning

Planning
- College Master Plans
- Planning & Institutional Effectiveness (PIE) Committee
- Program Review
- Enrollment Management
- Foundation Skills
- Equity Plan

Research
- Accountability
- Student Profile
- Surveys
- FTES
- Regional Scan
- Division Data

Achieving the Dream
Student Learning Outcomes

PROGRAM REVIEW REPORTS

- Planning and Institutional Effectiveness Committee

- Unit Reports

- Focused Reports

- Impact of Resource Allocation to Unit
- Impact of Potential 5% Budget Cut on Unit
- Assessment of Progress in Meeting Prior Goals
- Unit Goal Outcome Measures
- SLO Assessments and Changes

- Unit Program Review Reports

- Resource Requests
- Facilities Challenges
- Facilities Goals
- SLO Assessment Plans and Faculty Dialogue
- Support Services Evaluation
Reports – Resource Request Prioritization

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RESOURCES REQUEST PRIORITIZATION

PROGRAM REVIEW RESOURCES REQUEST PRIORITIZATION
- Principles for Prioritizing Programs and Services
- Prioritization Rubric
- Explanation of Rubric Points

Reports Used for Resource Request Prioritization
- Prioritization Worksheet by Type of Request
- Prioritization Worksheet by Division/Unit
- Prioritization Worksheet by Cost
- Planning Linkages
- Resource Request Detail
- Unit Goals: Measurable Outcomes and Need for Goal

Vice President Prioritization Lists
- Academic Affairs
- Administrative Services
- Student Services

Resource Request Prioritized List
Presentation to Senate
Lessons Learned

- *Integration*: make the key connections
- *Collaboration*: both within departments & across silos
- *Process*: trust the process
- *Software*: supports the process
- *Evaluation*: continuous improvement
THANK YOU