



# Shasta College

## ACCREDITATION STEERING COMMITTEE

Tuesday, November 13, 2012  
Room 2314, 2:30-3:30 pm

### Agenda

1. Call to order
2. Discussion/Action
  - a. Approval of minutes from Oct 9, 2012 - attached
3. Debriefing - Accreditation Site visit
4. Status of Planning Agenda Themes – attached
5. Upcoming Meetings

Tuesdays 2:30-3:30 – most meetings in Room 2314

December 11, 2012	February 12, 2013
	March 12, 2013
	April 9, 2013
	May 14, 2013
6. Adjournment

## **Planning Agenda Themes**

### **1. Improvement of Institutional Dialogue**

The Superintendent/President will ensure that a systematic evaluation of current channels and modes of communication is completed in order to identify gaps and work to bridge them. This will broaden and enhance the College's existing collegial dialogue. Effective communication and self-reflective dialogue are essential to student success, institutional effectiveness, and proper execution of all our planning agendas. The goal is to disseminate complete and consistent information to promote continuous improvements to a transparent culture that fosters higher engagement where all stakeholders are well-informed and understand how to participate in the institution's processes.

### **2. Maintaining a Culture of Evidence**

The Offices of Research and Planning and Information Services and Technology will facilitate broad based dialogue that leads to collective understanding of the meaning of institutional data and applied research, assures data integrity, and increases the use of student achievement and survey data in order to ensure that improvement in student learning is a priority in all practices and structures across campus. The Director of Research and Planning will take the lead on providing timely, accurate, and relevant data.

### **3. Student Learning Outcomes**

Shasta College will continue its ongoing collegial and self-reflective dialogue regarding student learning. The Student Learning Outcomes Committee and the Academic Senate, with active support of Superintendent/President and Cabinet, will monitor and revise, where necessary, its plan to fully attain the proficiency level in student learning outcomes by June 2012. The college will continuously revise, implement, and assess student learning outcomes in all instructional and student services programs. The assessment information will be used for annual program improvement.

### **4. Program Review Process**

To continue to improve beyond the Standards, Instructional Council in collaboration with Academic Senate will develop systematic evaluations to assess the program review process by Summer 2012. This will ensure the findings are integrated more effectively into the comprehensive planning process in a way that demonstrates measurable impact on institutional effectiveness and student achievement and learning.

### **5. Impact of Fiscal Resources and Decisions**

In order to improve beyond the Standards and support student success, the Superintendent/President with the support of President's Cabinet and in collaboration with appropriate participatory planning and shared governance committees will develop rubrics which include ranking and prioritizations for the allocation of fiscal, physical, technological, and

human resources. These rubrics will be based on formal criteria that align budget recommendations with the mission, goals, and overall institutional effectiveness of the college.

Moreover, Shasta College will align budget recommendations and college-wide decision-making with institutional goals targeted for improvement through the planning process to improve student success and institutional effectiveness. This will include further integration of SLO assessments into planning at various levels and a process to review college goals and evaluate alignment in:

- Non-general fund areas (e.g. Perkins/VTEA and grant-based programs)
- Instructional areas
- Student Services
- Administrative areas

## **6. Implementation and Evaluation of Planning**

To maintain a continuous quality improvement level of institutional planning, Shasta College administration, in cooperation with College participatory planning and shared governance groups, will evaluate and revise the current planning process to become more systematic, formalized and integrated. Under the direction of College Council and with the assistance of the Director of Research and Planning, Shasta College will develop a tool and a process for systematically analyzing and subsequently refining the planning process. This will allow the finalizing or updating of other plans as outlined below:

- Under the direction of the Vice President of Academic and Student Affairs, complete the Educational Master Plan.
- Under the direction of College Council, develop the next three-year Strategic Plan (2012-2015).
- Under the direction of Vice President of Administrative Services and Facilities Planning Committee, finalize the Facilities Master Plan.
- Under the direction of the Dean of Enrollment Services and the Enrollment Management Committee, develop the Enrollment Management Plan.
- Under the direction of the Associate Vice President of Technology and the Technology Planning Committee update the Technology Plan.

## **7. Decision-making**

Under the leadership of the Superintendent/President, the President's Cabinet will ensure the development, revision, and implementation of written policies and procedures that delineate decision-making processes by Fall 2012. These policies and procedures will clarify the roles and responsibilities of the Board of Trustees, Superintendent/President, and participatory planning and shared governance committees, and will align with the planning process and be communicated clearly. This ensures that Shasta College will continue to improve the understanding of the way in which decisions are made by all the College's constituency groups.