

Assessment of College Processes: Follow-up Spring 2016 Summit

The results of the Assessment of College Processes were discussed with college constituents at the Spring 2016 Summit (May 13, 2016). The group was asked to draft *Plans of Action* based on the assessment results for **Assessment, Program Review, Integrated Planning and Budgeting, Collegial Decision Making** and the **Participatory Governance Committees**.

Assessment

Challenge/Opportunity	Plan of Action	Implementation
Communicating the importance to campus community on what assessment really is and why it matters.	<ul style="list-style-type: none"> -Fund assessment related requests -Incentivize heads of departments by providing stipends to ensure their assessment is 100% -Have campus gatherings to announce assessment and why we are accessing each department -Ensure all classified staff are involved in all departments to ensure accurate assessment -Provide workshops to train staff on assessments and the importance of SLOs 	2016-2017 College Innovation and Effectiveness Plan: Area of Focus B: Establish a culture of assessment for student learning outcomes.

Program Review

Challenge/Opportunity	Plan of Action	Implementation
Craft Peralta review template to Merritt's unique needs/requirements	-Develop an in house task force to inform Merritt of the review processes and why it matters	2016-2017 College Innovation and Effectiveness Plan: Area of Focus A: Establish a culture of assessment for student learning outcomes.
Communications deadlines of new program review process	<ul style="list-style-type: none"> -Have training/development around the new program review process -Have a feedback loop with district -Provide a master college calendar to keep up with important dates 	2016-2017 College Innovation and Effectiveness Plan: Area of Focus A: Establish a culture of assessment for student learning outcomes.

Integrated Planning and Budgeting

Challenge/Opportunity	Plan of Action	Implementation
Making more people aware of the planning process	-Make information simple and put out in as many forms as possible	2016-2017 College Innovation and Effectiveness Plan: Area of Focus E: Establish clear lines of communication throughout the College to increase engagement by all constituencies.
More knowledge of process	-Communicate better -Send out college wide material -Hold Department Chairs accountable	2016-2017 College Innovation and Effectiveness Plan: Area of Focus E: Establish clear lines of communication throughout the College to increase engagement by all constituencies.
Communicating information of the process	-Communication about the process and its importance -Cheat sheet for students not familiar with Committee meeting vocabulary -Hold all dept. Heads accountable for getting the information back to the committee's in a timely manner -Send out more college wide notices about committees to get more people involved -Hold the Chairs of departments accountable for correct information	2016-2017 College Innovation and Effectiveness Plan: Area of Focus E: Establish clear lines of communication throughout the College to increase engagement by all constituencies.

Collegial Decision Making

Challenge/Opportunity	Plan of Action	Implementation
Lack of understanding of processes & value of collegial decision making	-Easily accessible master calendar -Faculty handbook that includes info for new hires -A way to inform existing faculty/staff of what each CMTE does and how they interact w/ each other -Training provided by the campus -Chairs of committees provide written reports not only to college council but to the whole	2016-2017 College Innovation and Effectiveness Plan: Area of Focus A: Establish an integrated planning process with linkages to program review, assessment and resource allocation. Area of Focus E: Establish

	community(transparency) on FAS -District reps required to keep up with goals and inform/review goals and roles -Clear agendas	clear lines of communication throughout the College to increase engagement by all constituencies.
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Participatory Governance Committee Assessment

Challenge/Opportunity	Plan of Action	Implementation
Ongoing orientation and training for all committee members and chairs	<ul style="list-style-type: none"> -Faculty handbook for staff to get familiar with processes and become acquainted with the system -Update and include with links to participatory governance descriptions + meeting calendar for faculty -Orientation for all faculty -Streamline website -Collegial governance week? 	<p>2016-2017 College Innovation and Effectiveness Plan:</p> <p>Area of Focus A: Establish an integrated planning process with linkages to program review, assessment and resource allocation.</p> <p>Area of Focus E: Establish clear lines of communication throughout the College to increase engagement by all constituencies.</p>
Identifying new individuals for committees	<ul style="list-style-type: none"> -Foster relationships w/a family day -Create an environment of assessment to have everyone informed of the importance 	<p>2016-2017 College Innovation and Effectiveness Plan:</p> <p>Area of Focus A: Establish an integrated planning process with linkages to program review, assessment and resource allocation.</p> <p>Area of Focus E: Establish clear lines of communication throughout the College to increase engagement by all constituencies.</p>