

## College Recommendation 2:

In order to improve the effectiveness of its resource allocation process, the team recommends that the College close the loop by systematically assessing the effective use of financial resources allocated through the Resource Allocation Process, and use the results of the assessment as the basis for institutional improvement. (Standards III.D.1.a; III.D.4)

### Standard III.D.1.a:

*Financial planning is integrated with and supports all institutional planning.*

### Standard III.D.4:

*Financial resource planning is integrated with institutional planning. The institutions systematically assess the effective use of financial resources and use the results of the evaluation as the basis for improvement of the institution.*

Immediate actions taken to address Recommendation 2 on Standards III.D.1.a and III.D.4 are:

- Incorporated the evaluation of proposals funded through the Resource Allocation Process into the existing College Planning and Assessment Cycle (See evidence \_\_ illustrating the planning and assessment cycle)
- Identified all resource allocation proposals (RAPs) from the Fiscal Year (FY) 2014 -2015 Program Review and Planning process and confirmed that each request addressed at least one of the following:
  - Student Learning Outcome Assessment and Departmental goal
  - College strategic direction
  - District strategic direction
- Developed a two-year “look-back” process for all funded RAPs where the first year is the year in which the resources were requested. The second year is the year the resources were received and implemented. The third year is the year the impact of the resources were assessed to determine if resources expended promoted institutional effectiveness and/or student learning. (See evidence\_\_ for table illustrating the two-year look-back process)
  - To implement this process :
    - All RAPs funded in FY 2013 – 2014 were identified
    - A five-question assessment/report form– inquiring about the impact of the allocated resources on institutional effectiveness and/or student learning– was developed and sent to all departments that received resources through the Resource Allocation Process. (See evidence \_\_\_\_\_, for survey).
    - Assessment results were reviewed by one of the following groups based on the categories of the funding request (Program Maintenance, Program Improvement & Development and Permanent Classified Staffing):
      - The President’s Cabinet reviewed the responses for all Program Maintenance Proposals funded in FY 2013 - 2014
      - The Shared Governance Council reviewed the responses for all Program Improvement and Development and Permanent Classified Proposals funded in FY 2013 - 2014.
    - An evaluation worksheet was developed as part of the evaluation process

- Both groups provided the President with feedback (including future process improvement recommendations) regarding the effective use of the resources allocated in FY 2013 - 2014; towards promoting institutional effectiveness and/or student learning.

Future Actions that will be taken to address the Recommendation on Standards III.D.1.a and III.D.4 are:

- Using the Planning and Assessment Cycle, the College will ensure that the institution systematically assesses the effective use of financial resources; and that the results of the evaluations are used as the basis for continuous institutional improvement.
- In doing so, the College will utilize the aforementioned two-year “look-back” process in the evaluation of all funded Resource Allocation Proposals.
- In order to ensure independence and guarantee a thorough evaluation process, the College will review and determine the appropriate composition of the committee(s) (or groups) that will be responsible for the ongoing evaluation of the effective use of financial resources allocated.
- Feedback received from these committee(s) (or groups) will be considered during future financial resource allocations.