

Los Medanos College
Planning Committee
Accomplishment 2018-2019

5.10.2019

Demographic Summary

1. The Committee has a total of 11 members and one chair: 3 faculty, 3 classified, 3 managers, and 2 students.
2. The Committee met 8 times in 2018-2019: Sept, Oct, Nov, Dec, Feb, March, April, and May
3. The attendance rate in average was 73% to 90%. Deans were our regular guests and their attendance were highly appreciated.
4. The challenge on the membership is recruiting students.

Planning Committee Charges 2018-2019 and ACCJC Standard

1. Review the existing **planning processes** and make adjustments to ensure that LMC pursues an "integrated" planning strategy to integrate all college planning. *(IB4, IB6, IB8, IB9)*
2. Review, evaluate and/or modify the **program review process** and program review submission tool as appropriate in collaboration with shared governance committees. *(IB1, IB2, IB5, IB7, IB9)*
3. Define and develop the structure of **institutional effectiveness** and the culture of inquiry by continuous improvement and standardizing college research methods, data tools and metrics. *(IB1, IB3, IB5, IB6, IB9)*
4. Develop a process and timeline for the creation of the **Educational Master Plan 2020-2025**. *(IB4, IB5, IB6, IB7, IB8, IB9)*
5. Develop a process for **evaluating the Strategic Plan 2014-2019**: An Educational Master Plan for LMC. *(IB4, IB6, IB7, IB8, IB9)*

Planning Committee Accomplishments in relation with Its Charges

1. Review the existing **planning processes** and make adjustments to ensure that LMC pursues an "integrated" planning strategy to integrate all college planning. (IB4, IB6, IB8, IB9)

Planning Committee Charges and Work

- a. Revised Planning Committee's Charges and aligned them to ACCJC Standards
- b. Approved "LMC Planning Timeline and Milestones" that guides the Planning Committee's work for the next 3 years
- c. Completed IEPI PRT visit and progress report, and extended the funding to June 2020.

Strategic Plan Evaluation

- a. Established the process of evaluation of the Strategic Plan 2014-2019.
- b. Completed *The Strategic Plan 2014-2019 Evaluation Report*.
- c. Key findings and recommendations are identified for future planning development specifically the development of our new Educational Master Plan 2020-2025.
- d. Establish the timeline for The Educational Master Plan 2020-2025 and start the process in fall 2019 and complete the EMP in spring 2020.

2. Review, evaluate and/or modify the **program review process** and program review submission tool as appropriate in collaboration with shared governance committees. (IB1, IB2, IB5, IB7, IB9)

Program Review

- a. Revised the 5-year Program Review/Assessment Cycle
The original Program Review Annual Update had been revised to year 1 comprehensive program review, year 3 program review update, year 5 program review update. **The Assessment Cycle remains the same.**

Program Review and Assessment Cycle						
	2017-18	2018-19	2019-20	2020-21	2021-22	2022-2023
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 1
Program Review	Comprehensive		Update		Update	Comprehensive
Assessment	CSLO Cycle 2 Y1	CSLO Cycle 2 Y2	CSLO Cycle 2 Y3	CSLO Cycle 2 Y4	PSLO	CSLO Cycle 3 Y1
COOR			COOR Updates for Courses Assessed in Previous Year			
				ACCJC Visit in Fall 2020		

- b. Established a new process of Comprehensive Program Review (CPR) 2017-18 and an improved CPR website.
- c. Completed *Comprehensive Program Review 2017-18 Process Evaluation Report*
- d. Studied and made recommendation on

- The Goal Report: from Comprehensive Program Review Goals Section.
 - The Course Completion and Success Analysis Report: from Comprehensive Program Review Course Success Sections.
 - The Assessment Report: From Comprehensive Program Review Assessment Sections.
- b. Conversation on program review year 3 update templates—instruction, student services and admin.

Enterprise Technology Tool--eLumen

- a. eLumen has been purchased to support the College's process and work on curriculum, program review, and assessment.
- b. eLumen's core team has established. The curriculum data set up began in spring 2019. The program review data set up will be in summer 2019. The assessment data set up will be in fall 2019.

3. Define and develop the structure of **institutional effectiveness** and the culture of inquiry by continuous improvement and standardizing college research methods, data tools and metrics. *(IB1, IB3, IB5, IB6, IB9)*

Faculty Research Coordinator

- a. Through the IEPI PRT funding, the College established a .5 FTE release time for faculty research coordinator to support research needs at the College.

Surveys

- a. The Survey of Entering Student Engagement (**SENSE**):
- SENSE has been administered in fall 2018.
 - Results have been shared in spring 2019.
- b. Community College Survey of Student Engagement (**CCSSE**):
- CCSSE has been administered in spring 2019.
 - Results will be shared in fall 2019.
- c. **Employee Engagement Survey 2019:**
- Survey has been administered in spring 2019.
 - Results have been shared in spring 2019.
- d. The Real College survey. Dave Belman was the champion of this survey. Further analysis and dissemination of the results are in progress.
- e. Distance Education Survey. Scott Hubbard worked with Laurie Huffman.
- f. Counseling Training Evaluation. Scott Hubbard worked with Camille Santana.
- g. Mental Health & Wellness Survey. Scott Warfe worked with Counseling.

Data Dashboard Prototypes

- a. Through the IEPI PRT funding, the College has worked with the District Research to hire a consultant to build a Tableau Data Dashboard to support the needs of data at the College.
- b. Prototypes have been tested via deans and managers, and continuing remodified.
- c. The training roll out will start in fall 2019—Enrollment and Course Success.

Institution-Set Standard and Vision for Success Goal Setting

- a. Completed Vision for Success Goal setting
- b. Align Institution-Set Standard with Vision for Success Goals

4. Develop a process and timeline for the creation of the **Educational Master Plan 2020-2025**. *(IB4, IB5, IB6, IB7, IB8, IB9)*
 - a. Establish timeline
 - b. Establish possible process

5. Develop a process for **evaluating the Strategic Plan 2014-2019: An Educational Master Plan for LMC**. *(IB4, IB6, IB7, IB8, IB9)*
 - a. Established the process of evaluation of the Strategic Plan 2014-2019.
 - b. Completed *The Strategic Plan 2014-2019 Evaluation Report*.
 - c. Key findings and recommendations are identified for future planning development specifically the development of our new Educational Master Plan 2020-2025.
 - d. Establish the timeline for The Educational Master Plan 2020-2025 and start the process in fall 2019 and complete the EMP in spring 2020.