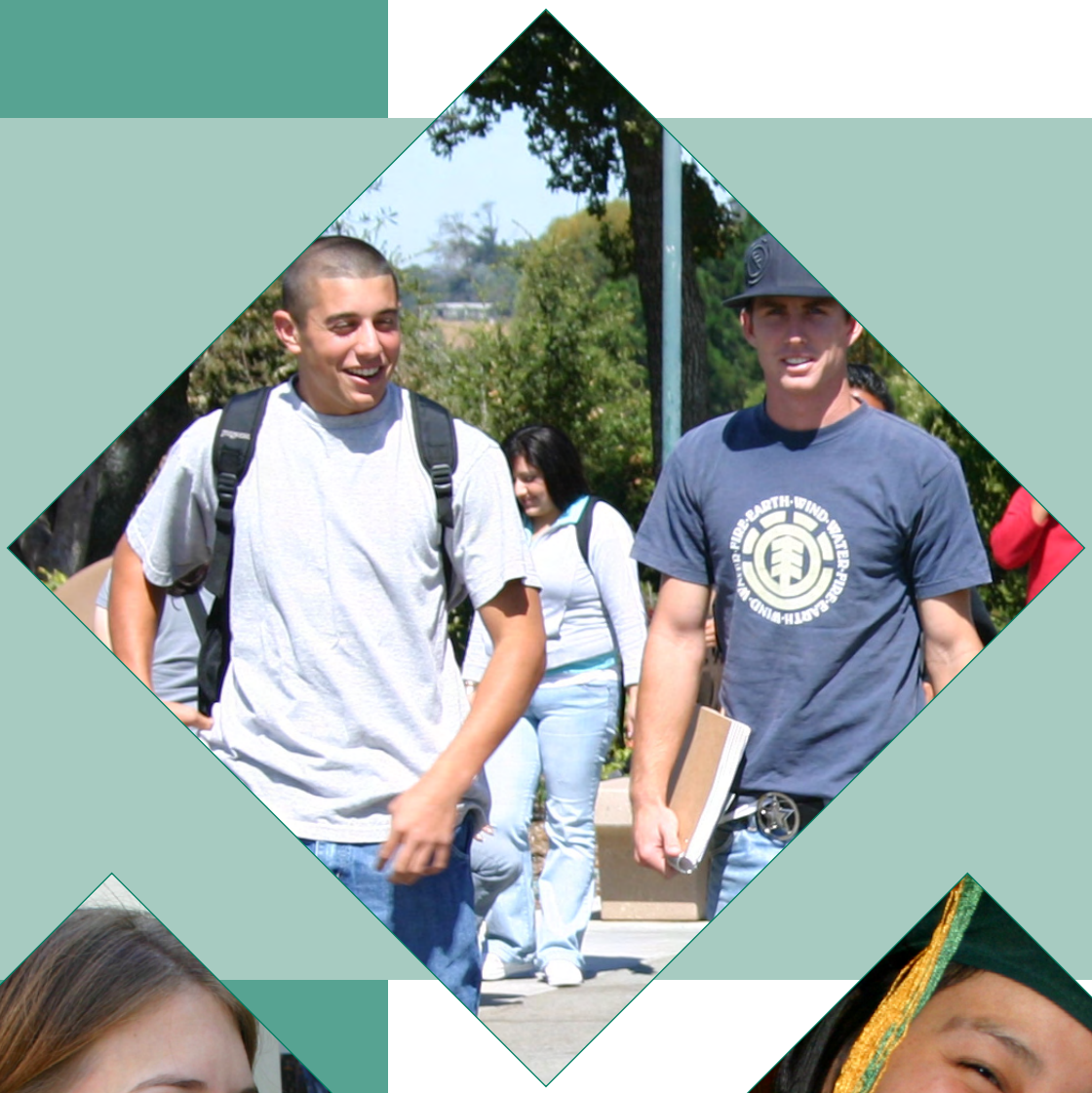
Summary of Planning Agendas



Standard I: Institutional Mission and Effectiveness	
	Planning Agenda Items
I.B.2	• State goals in measurable terms which allow the College to readily determine the degree to which they have been met, assign timelines and responsibility for meeting the goals, and communicate extensively the progress toward meeting the goals.
I.B.3	• Incorporate a systematic cycle of planning and evaluation, based on quantitative and qualitative data, into the Strategic Plan.
I.B.4	• Effectively communicate resource allocations processes and results
I.B.5	• Institute an ongoing and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation, and make the results available to the College community and the public.
I.B.6	• Establish a specific time-line for reviewing and modifying the new planning process in order to assure its effectiveness. • Consider providing additional staffing for institutional research.
I.B.7	• Evaluate programs and services systematically and assess the evaluations themselves to ensure their effectiveness in promoting improvement in programs and services.

Standard II: Student Learning Programs and Services	
	Planning Agenda Items
II.A.1.b	• Identify critical issues regarding effective distance education. • Provide professional development activities for faculty to learn new teaching strategies.
II.A.1.c	• Complete the identification of institutional Student Learning Outcomes • Develop assessment tools to verify student success. • Use information generated by these tools to improve teaching strategies
II.A.2.b	• Identify SLOs for every course and program along with the associated assessment techniques. • Use the results of the assessments to modify and improve instructional techniques where appropriate.
II.A.2.c	• Identify new funds for professional development.
II.A.2.d	• Provide continuous faculty development opportunities that focus on teaching students with language and/or basic skills needs. • Provide additional opportunities for faculty to learn new technologies
II.A.2.e	• Evaluate the need for completing the biannual report for program review • Assess Program Student Learning Outcomes
II.A.2.f	• Develop new funds for professional development. • Actively work to develop SLOs for all programs and the associated assessment tools. • Share the results of the assessments with appropriate constituents
II.A.2.i	• Develop Student Learning Outcomes for all programs.
II.A.3.a	• Create a handbook which documents criteria for general education requirements.
II.A.6.b	• Develop a clear process to inform students of program elimination and what students need to do subsequent to elimination.
II.B.1	• Implement data collection strategies including qualitative and quantitative data to assess student satisfaction and quality of Student Support Services.
II.B.3.a	• Explore additional funding sources and staffing resources for expansion of services and extended hours.
II.B.3.b	• Explore additional resources and creative ways to increase student life outside of the classroom.

II.B.3.c	• Develop a webpage that will organize pertinent information for counselors to access easily such as program changes and four-year institution updates. • Evaluate Counseling Program Review and plan for implementation of appropriate recommendations.
II.B.3.e	• Conduct validation studies on the new ACT COMPASS placement and adjust cut-scores as necessary. • Review current multiple measures with faculty and implement new criteria if necessary
II.B.4	• Implement Program Review cycle for Student Services programs.
II.C.1.a	• Identify appropriate resources to provide consistent yearly allocation of funding for maintaining print collection.
II.C.1.b	• Identify SLOs and Service Area Outcomes and the assessments of each
II.C.1.c	• Expand library hours and services.
II.C.2	• Develop evaluation to ascertain effectiveness and comprehensiveness of Library services

Standard III: Resources	
	Planning Agenda Items
III.A.1.c	• Facilitate campus-wide teaching and learning dialog regarding Student Learning Outcomes.
III.A.1.d	• District will adopt a Code of Ethics for all personnel.
III.A.2	• To review the full-time to adjunct ratio of faculty members at Cañada College and bring this ratio to a level determined appropriate by the College. • Include a mid-year hire process for faculty positions.
III.A.4	• Reactivate the EEOAC committee at the College and District level.
III.A.5.a	• Develop additional support for workshops, seminars, and guest speakers. • Collect data for the website and methodologies for evaluating the data
III.A.5.b	• Identify funding to support travel, hotel, and food expenses that tie directly to professional development requests for conferences and workshops.
III.B.1.a	• Increase the level of custodial staffing.
III.C.1	• Develop a funding plan to maintain currency of appropriate instructional equipment in classrooms.
III.C.2	• Develop a technology plan that integrates technology and institutional planning
III.D.1.d	• Make the budget development process more transparent to the whole College community.

Standard IV: Leadership and Governance

	Planning Agenda Items
IV.A	• Develop and adopt a code of ethics for all employees.
IV.A.1	• Pursue increased funding for professional development opportunities for all employees. • Evaluate the shared governance process and committee obligation to see where committees could be combined, eliminated, or organized more efficiently.
IV.A.2.a	• Review existing systems which provide orientation and leadership training to student leaders. Specifically, student leaders need to be informed of their Title V rights and responsibilities, of how to meaningfully participate on governance bodies and of how to access institutional resources. • Develop Meet and Confer working condition representation for Confidential/ Supervisory employees and administrators who are not represented by collective bargaining agents
IV.A.2.b	• Create a program development policy
IV.A.5	• Develop an annual schedule to review shared governance systems.
IV.B.1.g	• The Board will review its evaluation tool.
IV.B.2.a	• Evaluate the distribution of work among the administrators.
IV.B.2.b	• Complete the Strategic Planning process.
IV.B.2.d	• Formalize and schedule regular analysis and reporting of budget and financial matters.
IV.B.3.a	• The district will publicize the location of existing information about its roles, responsibilities, and services.
IV.B.3.b	• Use facilities program review data to evaluate the need for additional staff in order to make improvements in the area of facilities cleanliness. • Develop survey document and procedures, so that all District faculty, staff, and administration can provide input into evaluation of all District services
IV.B.3.g	• The district will assess the newly created functional map and evaluate its value as a tool in delineating governing and decision-making structures and processes and as a tool for communicating these processes district wide. • The District will study the need for a process to regularly evaluate governance and decision making structures and processes.

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