Notes from Accreditation Work Group #2 Planning Processes
August 2, 2012


Annual Timeline (Text-based)
- Per last meeting, simplified the timeline by removing undue detail and combining some of the rows
- Several items will need separate explication as details are worked out (e.g., “benchmarking”)
- Discussed “reducing resource allocations”– decisions needs to be informed by data
- Student trustee discussed need for user input (i.e. student)
- Mentioned how additional student data is collected (e.g., surveys, focus groups, longitudinal studies, SLOs)

Annual Flowchart (Visual / Slides)
- Visual reinforces the 12 month calendar for annual assessment, planning, and budgeting
- Reviewed and suggested modifications to base visual which shows hard annual deadlines
- Reviewed assessment overlay (i.e. how assessment interconnects with the hard deadlines)
- Brainstormed about possible additional overlays (e.g., grants, technology, community feedback)
- Discussed the “evaluation of the cycle for continuous improvement.” Can we show this in an overlay? When and how often do we assess the process? Drafted possible Timeline for Evaluation of the Cycle for Continuous Improvement:
  - 2012-2013 Implementation of clarified annual cycle
  - 2013 Fall Evaluate Cycle for Improvement (embed into program review?)
  - 2014 Spring Decisions made re modifications based on evaluation

Long-range Plans
- Need to determine how the resource requests with regard to staffing, technology, facilities needs, etc, will be pulled from the annual documents to inform the longer range plans. New electronic format will help facilitate this. For long range plans like technology, needs to be updated more frequently than every 10 years. Note, the new Technology Plan will include costs for items or requests
- Need to sketch out a timeline for developing a new Education Master Plan
- Further discussion deferred to next meeting

Activities Discussion
- Draft Annual Timeline (completed)
- Draft Annual Flowcharts (in progress – will be a primary focus of the next meeting)
- Draft Long-range Timeline and Flowchart (in progress – will be a primary focus of the next meeting)
- Three items require additional attention – need to determine who will work on these and what the deadlines are:
  - Process and timeline for “Evaluation of the Cycle for Continuous Improvement” for implementation in Fall 2013
  - Benchmark issue – overview of process and purpose of benchmarking
  - Data needs (currently being discussed in Workgroup #3)
- Review self-study guideline references to planning and create a worksheet for the group’s reference (Jill volunteered to create the worksheet for the group)

NEXT MEETING – Tuesday, August 21 at 2:30 in MUB 260