Notes from Accreditation Work Group #2 Planning Processes
August 21, 2012

Present: Simon Hanson, Tim Ryan, Carl Jew, Ari Aiken, Ray Gamba, Kristin Charles, Lindy McKnight, Jill Kersey, Kitty Moriwaki, Jessica Brown, Peter Goldstein, Pam Mery

Progress Report

Progress report perceived by all as an accurate representation of work done to date.

Annual Assessment, Planning, and Budgeting Timeline

Clarified “Chancellor’s Shared Governance Council” to be a work (and name) in progress and under the purview of Work Group 12/13. The makeup of the council has not yet been confirmed, but its composition will reflect a shared governance / participatory governance framework. Concerns were raised about ensuring that the planning process still provides broad-based opportunities for input. The development of the new program review should drive this inclusive, bottom-up decision making.

Agreed on the timeline for evaluation (see “Notes” at bottom of Timeline) and that the evaluation should be conducted “via program review” through a question or short set of questions included with the Program Review template (possibly as an attachment).

Flowchart: Connection between Long-range Planning and Annual Planning

Basing our integrated long-range and annual planning on the 2011 Buckley model; need to clarify the definition of “resource development” on the long-range planning cycle.

Bottom line is that our long-term plans should explicitly inform annual planning.

Process and Timeline for Developing an Education Master Plan

While past Education Master Plans (EMPs) have been driven by Strategic Plans, the EMPs have not been used as in integral part of planning. To date, EMPs at CCSF have been more like catalogues and don’t provide sufficient guidance for decision making.

Reviewed exemplary EMP excerpts from Mt. San Antonio Community College District, Coastline Community College, and Columbia Community College.

We will need to discuss where the Board sits in the process of developing the EMP; part of the role that the Board will play will be in the very beginning stages of development.

Draft timeline for developing the Education Master Plan:

- Fall 2012: Program Review 2.0 (first cycle)
- Spring/Summer 2012: Internal and External Environmental Scans
- Fall 2013: Use Scans to inform Program Review 2.0 (second cycle) which provides basis for Draft Education Master Plan
- Spring 2014: Finalize Education Master Plan

Next Meeting: September 10, 3 pm

Will discuss:

- Annual Cycle in Flowchart Format
- Assessment of Institutional Effectiveness and Benchmarking

Note: data needs are being addressed via WG #3 and WG #15