Planning Agenda Major Findings

I.B.2. The Office of Research and Planning, in consultation with the College’s Planning and Budgeting Council, will design a new performance dashboard by the end of the 2011-12 school year that will provide a summary of the College’s progress in measurable terms so that the degree to which they are achieved can be determined and widely discussed.

I.B.3. The next iteration of the Program Review template should prompt more explicit references to collaborations, efficiencies, and reductions.

I.B.5. The Board (or one of its committees) will receive presentations on the College Performance Indicators Report at the end of each academic year.

I.B.6. The Shared Governance Coordinator, in collaboration with the College Advisory Council and the Academic Senate Executive Council, will schedule a District wide review of the Shared Governance System, to include at least two listening sessions at non-Ocean campuses.

II.A.1.a. The College will move toward providing certificate and degree audit/evaluation capabilities to students so that they may monitor their progress towards program completion. It will also continue its assessment cycle to include all courses and programs.

II.A.1.b. Explore methods that are more systematic for evaluating effectiveness of all programs.

II.A.1.c. The College will move towards the proficiency level for SLO assessment of courses, certificates, programs and general education breadth requirements by Fall 2012.

II.A.2.b. The College will move towards the proficiency level for SLO assessment of courses, certificates and programs by Fall 2012. The College will identify the method for assessing GE SLOs in a cross disciplinary approach and complete such assessment.

II.A.2.d. Within existing budget constraints, expand existing options and devise additional ones for faculty to share effective practices that meet diverse student learning needs.

II.A.2.e. The College will continue to gather revenue data for inclusion in the program review process. The PRC will conduct a summative evaluation of the process which will include a review of timelines, frequency, content, and template format.

II.A.2.f. The College’s PBC will review alternative formats for the End-of-Year Assessment, such as scorecards, dashboards, or key performance indicator reports, which are used by other colleges.

II.A.2.i.
1. The College will assess its general education SLOs, identify SLOs for certificates and programs that do not have any, and complete a corresponding assessment. The College will ensure that all active courses are continually assessed. The College will create a plan to formalize this assessment cycle to ensure it is at the proficiency level by Fall 2012.

2. The College will continue working to update business practices to streamline the process of petitioning for certificates and degrees, and to encourage students to file for certificates for which they qualify. The College will continue to engage in discussions
II.A.3.a. Despite the challenges faced, the College will pursue the assessment of learning outcomes across the disciplines represented in the College’s general education areas, to include the application of knowledge gained in the general education program to subsequent courses.

II.A.3.b. The College will pursue the assessment of learning outcomes across the disciplines and general education areas related to lifelong learning.

II.A.5. By the end of 2011, the College will implement the technologically sophisticated, comprehensive online job development and placement tracking system that is in use by other colleges.

II.A.6. Continue systematic effort to ensure all courses and programs meet the requirements for clarity and stated learning outcomes.

II.A.6.c. CCSF will continue making its website more easily navigable and keeping its content up to date.

II.A.7.b. The College will work to ensure that printed matter such as the CCSF Student Handbook and Planner is readily available online and at all campus locations and that there are enough copies printed for the student population. This would further insure students’ awareness of the College’s code of conduct; in particular, those pertaining to academic honesty as covered in this standard.

II.B.1. Work with the few remaining Student Support Service units that have yet to assess SLOs.

II.B.3.a. Continue to evaluate campus needs and provide for them when appropriate. Conduct the Noncredit Student Survey in 2012.

II.B.3.d. Continue to bring a diverse program of activities to the College community.

II.B.3.f. The College will continue to work to maintain and better secure student records. It will also continue the electronic conversion of student records to save space, provide a central location, allow easier retrieval of records, and prevent loss of records.

II.B.4. Create a feedback system whereby comments can be made about needs and questions can be asked.

II.C.1.a.
1. Secure separate general fund budget for online database subscriptions in absence of TTIP funding.
2. Continue to collect and prepare materials and equipment for the new Chinatown/North Beach Campus Library and Learning Resource Center scheduled to open in Fall 2012 (Education Master Plan).

II.C.1.c.
1. Explore additional avenues to serve vocational and technical students and student populations not currently utilizing library resources.
2. Develop plans for opening the Chinatown/North Beach Library and Learning Assistance Center and advocate for sufficient staffing and opening day collection funding.
3. Conduct needs assessment and feasibility study for a library at the Evans Campus.
II.C.2. Formalize a process to assess computer labs across the District.

III.A.1.a. The College should recruit and provide training for more Equal Employment Opportunity monitors and identify funding for them.

III.A.1.c. Review the faculty and student evaluation forms to determine if more explicit language should be included about how the syllabus, course content, teaching methodology, instructional materials, and assessment activities contribute to student learning outcomes. If so, it will be necessary to negotiate changes in the forms.

III.A.1.d. Develop a code of professional ethics for all employees.

III.A.2. The College should discuss making the Vacancy Review Group for classified staff a part of the Shared Governance System, thereby making the process more transparent, involving faculty, and aligning it with the processes of the College’s Planning and Budgeting Council.

III.A.5.a. When State funding improves, CCSF should increase support for professional development activities concerning student success and completion.

III.A.5.b. Inventory the types of evaluation practices currently being used across all College professional development venues to determine how the findings are utilized and the potential need for coordination or revision. Use the results of this inventory to publicize and promote how training is benefiting student learning and faculty staff performance.

III.B.1.a.
1. Implement the recommendations of the 2010 District Facility Condition Assessment Report.
2. Plan for an upcoming local bond issue for upgrades and repairs and replacement or new facilities.

III.B.2.a. Focus efforts on determining total cost of ownership for all upcoming building projects.

III.B.2.b.
1. Review the need for a more formal evaluation process for systematically assessing the effective use of physical resources and using those results as a basis for improvement.
2. Complete the physical assessment of the Diego Rivera mural.

III.C.1.a.
1. Plan for the implementation of the results of the engineering study related to insufficient electrical power in the data and computer center in Batmale Hall.
2. Assess the causes related to unreliable wireless connectivity in affected facilities to determine if solutions are possible to implement.
3. Encourage migration of content to current website, increase training and support to departments and offices that have not yet migrated content from the former website.
4. When funding becomes available, fill the vacant website content manager position in the Office of Marketing and Public Information.

III.C.1.b.
1. Align budget priorities to support the training needs of instructors who want to learn to teach
online or use technology to enhance their teaching.
2. Restore the lab space formerly assigned to ETD so that adequate facilities are available for technology training to faculty and staff.

III.C.1.c.
1. Identify funding for ongoing operational support needs for existing as well as new technology projects.
2. Complete plan for full redundancy of back-up systems for all mission-critical systems.

III.C.1.d. Implement a system to estimate the useful life of equipment so that the College can be proactive instead of reactive concerning replacement of key operational systems.

III.C.2.
1. Evaluate the true cost of ownership in all technology acquisitions.
2. Develop an evaluation plan for gathering feedback and other data to assess the benefits of the technology workforce reorganization to technology users and to learning and teaching across the District.

IV.A.5. Acting upon a recommendation of the Committee on Information and Public Records, the Office of Shared Governance will conduct a survey of College employees and students in Fall 2011 and biennially thereafter to evaluate the CCSF Shared Governance System by using the District’s new license of the online survey tool Survey Monkey™.

IV.B.1. Complete Board Policy updates by December 31, 2011, particularly in regard to its responsibility to select and evaluate the Chancellor.

IV.B.1.e. The Board will complete its most recent Self Evaluation process, produce a summary of its accomplishments from the past year, and review its obligations for collegial consultation.

IV.B.1.f.
1. Develop a system for Board development and new member orientation.
2. The Board is planning a retreat to occur by the end of October, 2011.

IV.B.1.g. Complete the 2010 Self Evaluation. Revise the Evaluation questions for the 2012 and subsequent iterations.

IV.B.1.h. Update Board policies on Statements of Financial Interests and Code of Ethics.

IV.B.1.j. Revise Policy Manual to clarify that the Board hires and evaluates the Chancellor.