



Date: November 17, 2014
To: Dr. Nabil Abu-Ghazaleh, President
From: Fran Leonard *Fran Leonard*
Re: College Council Recommendations

Budget Committee Recommendations of 10-23-14 as approved by consensus of the College Council on November 6, 2014:

For the purpose of the six-year Instructional Support needs projections requested by the State Chancellor's Office, the Council recommends the following:

1. Allocate the Instructional Support Block Grant in the current and future years entirely to funding instructional equipment, with Prop 20 Lottery funds being allocated entirely to the Library.
2. Project instructional equipment needs based on the following:
 - a. 2014-15: Prioritized requests from the 2013-14 program reviews, requests submitted in the 2014-15 program reviews due Oct 31, student lab computer replacements identified by campus IT, bond project FF&E, and equipment for selected disciplines as placeholder items to fully expend the projected budget.
 - b. Out years: Computer replacements for student labs, bond project FF&E, and placeholder expenditures by discipline.

At this same meeting, the Council approved the Student Equity Plan by consensus.

I accept this recommendation for the purposes of the six-year Instructional Supports needs projections. Actual Block Grant allocations, Prop. 20 revenues and specific instructional program needs will be used in determining actual annual allocations.

Nabil Abu-Ghazaleh

12/8/14



Date: September 4, 2014
To: Nabil Abu-Ghazaleh, President
From: Fran Leonard, College Council Chair *Fran Leonard*
Re: College Council Recommendations

From the College Council meeting of September 4, 2014, the Council recommends by consensus:

1. Allocating the entire \$463,757 in 2014-15 Instructional Support block grant to instructional Equipment. None to fund library expenses that are eligible for payment with Proposition 20 Lottery Funds.
2. Allocating the entire \$463,757 in 2014-15 Physical Plant block grant to scheduled maintenance projects.
3. Allocating the entire \$231,255 Proposition 20 Lottery Funds to the Library.

Approved.
Nabil Abu-Ghazaleh
9/11/14

2014-2016 Accreditation Timeline

MIDTERM REPORT							
Board Approval of Midterm Report; Final Formatting	Midterm Visit— March 25-26?	Commission decision on Midterm					
Winter 2016	Spring 2015	Summer 2015	Flex Day 2015	Fall 2015	Winter 2015-2016	Spring 2016	Summer 2016
	<ul style="list-style-type: none"> Establish Standards Committees-- February Surface Major Claims Draft Self Evaluation Document Evidence 	Compile Full Draft of Self Evaluation	Present Final Draft	<ul style="list-style-type: none"> Campus Review of Self Evaluation Report Board Approval of Self Evaluation-- December 	<ul style="list-style-type: none"> Formatting Printing Mail--January 	Self Evaluation visit— March?	Commission decision on 2016 Self Evaluation
COMPREHENSIVE SELF EVALUATION AND SPRING 2016 VISIT							

Sample of a terse response to a Standard (Courtesy of LATTC)

I.B.9 The institution engages in continuous, broad based, systematic evaluation and planning. The institution integrates program review, planning, and resource allocation into a comprehensive process that leads to accomplishment of its mission and improvement of institutional effectiveness and academic quality. Institutional planning addresses short- and long-range needs for educational programs and services and for human, physical, technology, and financial resources. (ER 19)

Evidence of Meeting the Standard:

- Since 2009 all College units/departments annually prepare a thorough evaluation of their unit's strengths, weaknesses, opportunities, and challenges to identify its needs and strategic direction of the unit for the coming year based on assessments of outcomes and data reviewed (IB9-10).
- All program reviews must link to the college mission and strategic priorities and clearly indicate a specific plan for improvement. (IB9-6).
- Annual plans include short-term needs and long-term plans; at least one point during the program review cycle long-term needs are evaluated. (IB9-5).
- Additional resources needed by a unit/department to implement their improvement plan are requested as part of the program review process for all one-time or ongoing needs. A rubric is used to score strength of the request as it pertains to its alignment with assessment results, current and planned program improvements, strategic priorities, sustainability, accountability, and collaboration; and prioritized accordingly. (IB9-3).

Analysis and Evaluation:

Evidence demonstrates the college meets this standard. Establishment of formal written processes provides structure, ensures commitment and acceptance of the process and its outcomes. The current system ensures key information required for sound decision making is kept up-to-date and relevant, provides a clear understanding of where the college is headed, helps identify external and internal factors affecting the college's ability to meet objectives, provides an assessment of needs for short and long term planning, helps set priorities and develop strategies to close the gaps and align the required resources to ensure immediate needs are budgeted.

The next steps for the college include:

- Evaluation of the effectiveness of this process through a meta-analysis.
- Deployment of the automated system to help improve the college's ability to manage and update assessment and program review information. It is anticipated that E-Lumen software (currently in the data set up stage of implementation) will facilitate this process.