



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE

Participate | Collaborate | Innovate

**Institutional Effectiveness Partnership Initiative
Partnership Resource Teams**

List of Primary Successes and Menu of Options for Institutional Consideration

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Name of Institution: Cañada College

Partnership Resource Team Members: Rachel Rosenthal (Lead), Maureen Chenoweth, Anthony Culpepper, Clint Dougherty, Sharon Eveland, Rick Fillman, Mark Williams,

Primary Institutional Successes

Description of Primary Institutional Successes	Notes and Comments
1. High levels of institutional engagement, dialogue, focus, and collaboration related to both planning and professional development.	<ul style="list-style-type: none"> • The Educational Master Planning Committee typifies a broad-based, cross constituency, experienced taskforce. • College recognizes their challenges and is actively engaged in developing processes and structures to address the areas of focus.
2. Strong organizational structures with depth and breadth of experience across all constituencies.	<ul style="list-style-type: none"> • Office of Planning, Research and Institutional Effectiveness is highly functional. PRIE is doing an incredible amount of work relative to tracking and reporting the goals and objectives contained in the college master plans and administering program reviews.
3. Institution fully supports professional development for all constituencies.	<ul style="list-style-type: none"> • All faculty, staff, and administrators are provided an opportunity to participate. Examples include: Society for College and University Planning and Leading from the Middle training, and Communities of Practice program.

Menu of Options for Institutional Consideration for Its Innovation and Effectiveness Plan

Area of Focus	Options for Institutional Consideration: Ideas, Approaches, Solutions, Best Practices	Notes and Comments
<p>A. Integrated planning and Resources Allocation</p>	<ol style="list-style-type: none"> 1. Restructure the charge, mission, and authority of the Planning and Budget Committee (PBC) to allow it to serve as a recommending body in the planning, budgeting, and resource allocation processes. 2. Align program review and planning cycle timelines so that they inform development of the budget. 3. Analyze all master plans, identify redundancies in goals and objectives and opportunities for plan consolidation, and clarify alignment with the Educational Master Plan and the district's new Strategic Plan; improve planning practices in accord with the findings. 4. Establish a master plan hierarchy, defining and illustrating the organizational plan structure, responsible governance committee/group/position. 5. Establish and communicate to the entire campus on a regular basis the role master plans serve, and the method in which they do so, in the annual planning and resource allocation processes. 6. Establish an Educational Master Plan structure that fits the College's culture and needs. One approach that has been useful at other institutions is a plan that is more strategic than tactical, containing at least three areas: institutional history, environmental scan, and future directions. 7. Offer a facilitated workshop for the Educational Master Plan Task Force led by an external expert to provide the Task Force with a solid foundation in integrated planning, budgeting, and governance structures. 8. Develop and implement a more formalized ranking process for resources requests. 	<p>Shared Dropbox Folder for documents noted below: https://www.dropbox.com/sh/584fvql6b0zax4n/AAQ93al7sa2hjqnvvOQ-iK-a?dl=0</p> <p>Educational Master Plan examples:</p> <ul style="list-style-type: none"> • Crafton Hills Educational Master Plan • LA Pierce Educational Master Plan <p>Plan hierarchy examples:</p> <ul style="list-style-type: none"> • Sierra College Planning and Resource Allocation Process <p>Planning and Budget Cycle Flowchart example:</p> <ul style="list-style-type: none"> • Bartow Planning and Budget Cycle • Sierra College Annual Planning Budgeting Cycle <p>Resource Requests Prioritization examples;</p> <ul style="list-style-type: none"> • Sierra College Annual Resource Prioritization Process • Sierra College Annual Resource Review Process • Glendale Master Ballot Prioritization

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B. Professional Development	<ol style="list-style-type: none"> 1. Develop and implement an institutionally supported definition of professional development. 2. Create, communicate, and implement a comprehensive organizational plan and structure that aligns and illustrates professional development programs, committees, learning communities, and opportunities for all constituency groups. The plan should also address both internally and externally based activities. <ol style="list-style-type: none"> a. Identify the differing levels of professional development needed, responsible groups/entities and their level of authority, associated costs and potential funding streams b. Define the role, responsibilities, and authority for the Director of Professional Development and new college Professional Development Committee. c. Hire an external consultant to conduct an assessment of leadership development needs, and incorporate the findings into the plan. d. Establish a professional development program for middle management. e. Consider opportunities for college wide professional development activities such as mid-semester flex workshops to provide greater institutional cohesion and opportunities for collaboration. 3. Align professional development resource requests with annual planning and budget development cycles, and the Educational Master Plan. 	<p>Professional Development resources:</p> <ul style="list-style-type: none"> • IEPI Leadership Grant • Professional Learning Network (https://prolearningnetwork.ccco.edu/) <p>Professional Development Plan examples</p> <ul style="list-style-type: none"> • College of the Canyons Professional Development Plan • Bakersfield Professional Development Plan