

College

Committee

PLAN

TEMPLATE

*Insert Committee Title*

Date Submitted to PBC:

Approved by PBC:

Responsible Committee:

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# Introduction

# Purpose

A paragraph describing the purpose of the college-wide Plan. If its objectives are met, how will the Plan help the College achieve its mission and strategic priorities?

# Committee Responsibilities

Describe the College-wide Committee designated by the Planning and Budgeting Council to develop and monitor the Plan.

# Proposed Plan Timeline & Alignment with College Strategic Planning

College committees utilize three-year plans in support of the achievement of College Goals and related Initiatives and Strategic Enrollment Management Plan strategies, as appropriate.

# Committee Plan Objectives and Actions

What are the specific results that the College aims to achieve within the timeframe established for the committee plan? How do they help the College achieve its mission and fulfill its values? How do they help achieve the goals articulated in the Educational Master Plan or objectives and strategies articulated in the Strategic Enrollment Management plan?

Definitions:

EMP College Goals

EMP Initiatives in support of EMP College Goals

SEM Plan Strategies

College Committee Plan contains

Plan Objective:

Actions:

Responsible Party:

# Proposed College Committee Plan

Each of the college committee plans aligns objectives and actions with the two key college planning documents, as applicable—the Education Master Plan and the Strategic Enrollment Management Plan. The committee drafting the plan represents a critical component of the college (e.g., technology, professional development, facilities, etc) and is responsible for determining how they support the College in fulfilling the Education Master Plan and/or Strategic Enrollment Management Plan.

DRAFT TEMPLATE. Final Template to be included.

Visit Cañada Collaborates to review College EMP Goals and SEM 2020-2023 and Integrated Guided Pathways Strategies: <https://www.canadacollege.edu/prie/canada-collaborates.php>

Template, 3-year College Committee Plan

Does not exclude committee specific goals or work

Provides an “easy” tool for committees to use in prioritizing areas of interest and focus for the committee over a three-year period.

EXAMPLE

|  |  |  |
| --- | --- | --- |
| College Goal (in EMP): *Student Completion and Success* | | |
| Educational Master Plan Initiative (EMP), as applicable: *Develop Clear Pathways* | | |
| Integrated Strategies (SEM and Guided Pathways), as applicable: *Offer Degrees 100% online* | | |
| **Plan Objective #1: Complete a list of 100% online degrees and advertise widely** | | |
| Actions | Responsible Party | Timeline |
| 1. Compile a list of courses and degrees online | DE coordinator consult with PRIE, collect course and degree data. | Spring 2021 |
| 1. Visit iDeans, departments, divisions as necessary | DE coordinator and ASLT dean consult with deans and departments about curriculum and scheduling |  |
| 1. Review timeline and guidelines for application to online college | De coordinator and ASLT and committee members |  |
| Identify Metrics with PRIE support? |  |  |

# Annual Summary

The “Annual Summary of Progress” may be a one-page report submitted to PBC or presented in person.

(examples of what might be included in a summary of progress: Completion of tasks, outcomes:

Data Points: Degrees awarded online, online course success)

# Baseline Metrics: College Scorecard

How does the Scorecard data apply? Can PRIE provide data metrics per plan?

INCLUDE Scorecard Metrics as applicable.

Based on the Plan Objectives, what is important to measure? How will the College know if the goals and objectives of the plan have been achieved?

Refer to the College Scorecard data as appropriate Plan? For example, if it is a 3-year Plan seeking to increase college enrollment, what is college enrollment during the year the Plan is adopted?

# Equity Measures

Ensure that all of the metrics used to establish baselines and measure for successful outcomes are disaggregated by student population and student type to ensure that no sub-population of Cañada students is disproportionately negatively impacted or, that if they are negatively impacted in the baseline data, that the College is able to determine whether improvements have been made over the life of the Plan.

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| --- | --- | --- |
|  | | |
| College Goal (in EMP): example, Student Completion and Success | | |
| Educational Master Plan Initiative (EMP), as applicable: Develop Clear Pathways | | |
| Integrated Strategies (SEM and Guided Pathways), as applicable: Offer Degrees 100% online | | |
|  | | |
| Actions | Responsible Party | Timeline |
| 1. Compile a list of courses and degrees online | PRIE, collect course and degree data. | Spring 2021 |
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| --- | --- | --- |
| College Goal (in EMP): example, Student Completion and Success | | |
| Educational Master Plan Initiative (EMP), as applicable: Develop Clear Pathways | | |
| Integrated Strategies (SEM and Guided Pathways), as applicable: Offer Degrees 100% online | | |
| **Plan Objective #3: Complete list of 100% online degrees and advertise widely** | | |
| Actions | Responsible Party | Timeline |
| 1. Compile a list of courses and degrees online | PRIE, collect course and degree data. | Spring 2021 |
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