

## Overview

Principles of “integrated” planning, institutional effectiveness practices, and related accreditation standards.

### IPC’s role in this context....

- 1) Ensures by through its membership structure, that representatives of key committees and constituencies, including district personnel, participate in the institution’s key planning processes
- 2) Conducts regular assessment of “overarching” college planning documents (e.g. **College Mission, Institutional Priorities, Educational Master Plan**, etc. \*) and ensures their alignment with SMCCCD strategic goals;
- 3) Ensures that College’s Institutional Priorities reflect Mission
- 4) Ensures the alignment of “overarching” college planning documents and SMCCCD’s strategic plans with Program Review, initiatives, and formal collegewide plans (e.g. DIAG, DE, Student Equity, Student Success, Basic Skills, etc.); coordination and interrelationships among plans are fostered
- 5) Assesses the effectiveness of Program Review, initiatives, and formal collegewide plans in meeting their stated goals
- 6) Monitors institutional effectiveness through the regular review and evaluation of the College Index and other indicators aligned with Institutional Priorities and with SMCCCD strategic goals
- 7) Ensures that a variety of quantitative and qualitative data and information supports planning decisions and that program assessments are meaningful and evidence based
- 8) Ensures that budget allocations are governed by:
  - a) “overarching” College\* and District planning documents
  - b) goals articulated through Program Review and in formal collegewide plans, (e.g. DIAG, DE, Student Equity, Student Success, Basic Skills, etc.)
  - c) assessments of program effectiveness (e.g. Program Review and evaluations of special initiatives)
  - d) ongoing operational needs (e.g. health and safety imperatives, external mandates, labor contracts, best practices in budget management, etc.)

**\*Definition: “Overarching” college planning documents include College Mission, Institutional Priorities, Educational Master Plan.**

(Version from meeting 4/8/2016 with notes by Mary Vogt in red)

The mission of the Institutional Planning Committee (IPC) is to ensure that all college planning supports and reflects the college mission and institutional priorities. Through participatory governance, IPC oversees the implementation and ongoing assessment of the institution's "integrated" planning process.

MMT: Perhaps consider differentiating "practices and methods" from tasks?)

<u>Responsibilities/Tasks</u>	<u>Practices &amp; Methods</u>
<ol style="list-style-type: none"> <li>1. Advise and make recommendations to the College President and President's Cabinet regarding all college planning 4/8/2016</li> <li>2. Provide guidance, commentary and recommended prioritization on all program reviews, resource requests, and other plans, reports, proposals, etc. [Mike: Requested this language to include something more specific, defining institutional vs. operational] [Teresa: Important we transparently discuss Program Review] [in general, refer more to original mission statement?] 4/8/2016</li> <li>3. Create an open forum for discussion and evaluation of new and ongoing college initiatives [Sandra: Suggested adding providing assessment results] 4/8/2016</li> <li>4. Work with the PRIE office to ensure discussions are evidence-based, and assessments are properly executed and reported 4/8/2016</li> </ol> <p>Should be this → → → → → → → → → → → →</p> <p>Other suggestions:            Theresa: Integration of planning with budget. (Jan: I don't remember the line by line budget review comment) Line by line budget review? Mike: More focus on budget \$\$ and allocating extra funds/decisions? Sun shining budget decisions</p>	<ol style="list-style-type: none"> <li>1. Ensure an open, diverse and equitable forum for discussion at each meeting, providing information and materials to committee members at least several days in advance of each meeting, to facilitate authentic discussion and decisions 4/8/2016</li> <li>2. Ensure authentic, effective and transparent working relationships between all college constituents, including administration, faculty, staff, students 4/8/2016</li> <li>3. Maintain regular communication with the campus community regarding the institutional planning process 4/8/2016</li> <li>4. Ensures that a variety of quantitative and qualitative data and information supports planning decisions and that program assessments are meaningful and evidence based (MMT)</li> </ol>

