# Developing a Synchronized Institutional Planning Process that is Effective, Efficient, and Enduring

By: SLO Coordinating Team and consultants

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### **Presentation Focus**

### Our Institutional Planning Cycles

 Synchronizing the Institutional Planning process and aligning it with Outcomes Based Program Reviews

### Our Accreditation Cycle

 Establishing timelines and strategies to systematically update the College's guiding documents

### Our Resource Allocation Process

Validating the relationships between resource requests and guiding documents

## Our Institutional Planning Cycles

Multiple cycles are not synchronized with what we anticipate to be a sustainable outcomes based planning framework that is driven by a culture of evidence.

### **Quick Legend**



Six Year Accreditation Cycle



Five Year Curriculum Cycle



Three Year Program Review Cycle



**Annual Planning and Budgeting Cycles** 



SLOAC = Student Learning Outcomes Assessment Cycles

**Annual** SSLOAC = Student Services Learning Outcomes Assessment Cycles

**AUOAC** = Administrative Units Outcomes Assessment Cycles

Guiding Documents = Strategic Initiatives, Institutional Core Competencies, College Mission, Education Master Plan, Technology Strategic Plan, Diversity Plan, etc.

# Outcomes Based Program Review (O.B.P.R.)

### •Outcomes Based Program Review:

- -Works best as an expansion and growth model when resources are available for the college to allocate.
- Works least well when the college must reduce expenditures.
- —Should be able to identify programs and services that require a closer investigation before decisions are made to reduce or eliminate courses, programs, or services.
- •What a "closer investigation" should entail needs to be addressed, but should not be part of the initial Outcomes Based Program Review process.

ACCJC	2008-09 Mid term	2009-10  Strategic & Edu. Master Planning	2010-11 Self Study	2011-12 Site Visit	2012-13	2013-14	2014-15 Mid term

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
ACCJC	Mid term	Strategic & Edu. Master Planning	Self Study	Site Visit			Mid term
PBTs & College Council	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
ACCJC	Mid term	Strategic & Edu. Master Planning	Self Study	Site Visit			Mid term
PBTs & College Council	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget
Program Reviews	3 Year			3 Year			3 Year

P

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15
ACCJC	Mid term	Strategic & Edu. Master Planning	Self Study	Site Visit			Mid term
PBTs & College Council	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget	Plan & Budget
Program Reviews	3 Year			3 Year			3 Year
Outcome/ Assessment Cycles		SLOAC SSLOAC AUOAC	SLOAC SSLOAC AUOAC	SLOAC SSLOAC AUOAC	SLOAC SSLOAC AUOAC	SLOAC SSLOAC AUOAC	SLOAC SSLOAC AUOAC

ACCJC	2008-09 Mid term	2009-10  Strategic & Edu. Master Planning	2010-11 Self Study	2011-12 Site Visit	2012-13	2013-14	2014-15 Mid term
PBTs &	Plan	Plan	Plan	Plan	Plan	Plan	Plan
College	&	&	&	&	&	&	&
Council	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Program Reviews	3 Year			3 Year			3 Year
Outcome/		SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC
Assessment		SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC
Cycles		AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC
Curriculum	5	5	5	5	5	5	5
	year	year	year	year	year	year	year
	cycle	cycle	cycle	cycle	cycle	cycle	cycle

# Outcomes Based Program Review Proposal

# Three Year Program Review Cycles with Annual Updates

- Augments our current Program Review process and sets up a more linear planning process
- Creates a pathway for the college-wide examination of SLOAC, SSLOAC, and AUOAC results
- Provides accessible and useful evidence of self-assessment for our Accreditation Self- Study

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PBTs &	Plan	Plan	Plan	Plan	Plan	Plan	Plan
College	&	&	&	&	&	&	&
Council	Budget	Budget	Budget	Budget	Budget	Budget	Budget
Program Reviews	3 Year			3 Year			3 Year
Outcome/		SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC
Assessment		SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC
Cycles		AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC
Curriculum	5	5	5	5	5	5	5
	year	year	year	year	year	year	year
	cycle	cycle	cycle	cycle	cycle	cycle	cycle

ACCJC	<b>2011-12</b> Site Visit	2012-13	2013-14	2014-15 Mid Term	2015-16	2016-17 Self Study	2017-18 Site Visit
PBTs &	Plan	Plan	Plan	Plan	Plan	Plan	Plan
College	&	&	&	&	&	&	&
Council	Budget	Budget	Budget	Budget	Budget	Budget	Budget
O.B.P.R.	3	Annual	Annual	3	Annual	Annual	3
	Year	Updates	Updates	Year	Updates	Updates	Year
Outcome/	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC
Assessment	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC
Cycles	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC
Curriculum	5	5	5	5	5	5	5
	year	year	year	year	year	year	year
	cycle	cycle	cycle	cycle	cycle	cycle	cycle

### Our Accreditation Cycle

Predetermining planning tasks within the 5 years between site visits will ensure that we will:

- Systematically review our Guiding Documents (Educational Master Plan, Mission, Strategic Initiatives, etc.)
- Continually inform the Outcomes Based Program Review process with updated Guiding Documents.
- Incorporate outcomes/assessment results to make the accreditation cycle more transparent and an integral part of our Institutional Planning.

# Accreditation 6 year Cycle

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Strategic Plan

# Accreditation 6 year Cycle

Strategic Plan

## Accreditation 6 year Cycle

Year 3 - Mid Term Report

Strategic Plan

# Accreditation 6 year Cycle

**Year 4** – Review Mission

Strategic Plan

# Accreditation 6 year Cycle

ars self study

**Year 4** – Review Mission

Accreditation 6 year Year 3 - Mid Term Report Cycle

**Year 4** – Review Mission

#### 2012-13

**Year 1** – Review ACCJC Recommendations

2017-18 Year 6 Site Visit

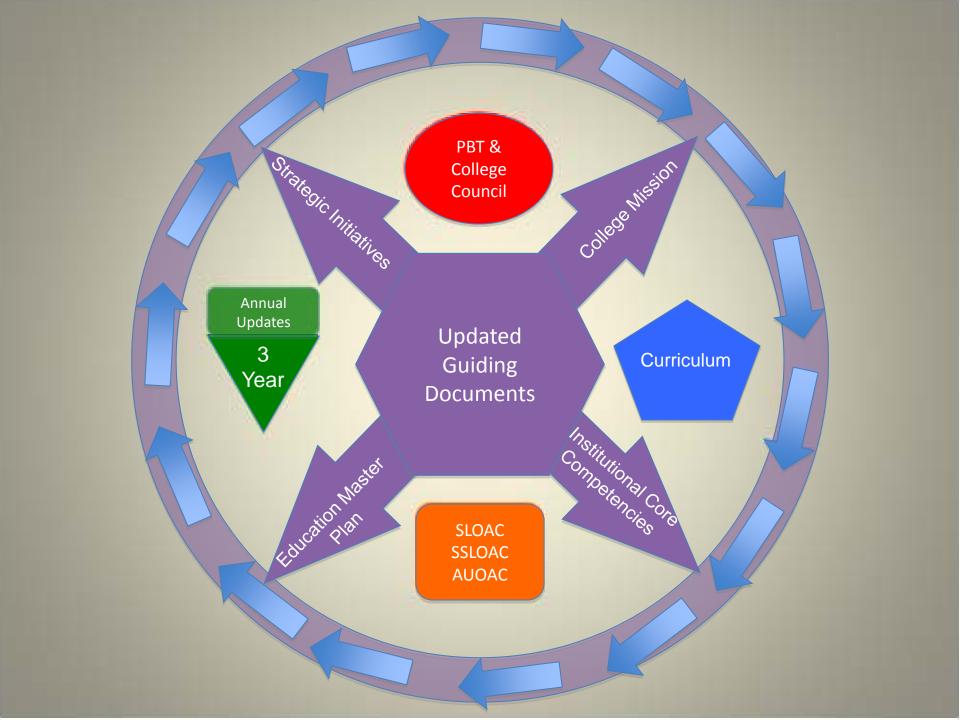
Accreditation 6 year Year 3 - Mid Term Report Cycle

Year 4 - Review Mission

2015-16

ACCJC	<b>2011-12</b> Site Visit	2012-13  Address ACCJC Recs.	2013-14  Review Strategic Plans	2014-15 Mid Term	2015-16  Review Mission/ Ed Plan	2016-17 Self Study	2017-18 Site Visit
PBTs &	Plan	Plan	Plan	Plan	Plan	Plan	Plan
College	&	&	&	&	&	&	&
Council	Budget	Budget	Budget	Budget	Budget	Budget	Budget
O.B.P.R.	3	Annual	Annual	3	Annual	Annual	3
	Year	Updates	Updates	Year	Updates	Updates	Year
Outcome/	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC
Assessment	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC
Cycles	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC
Curriculum	5	5	5	5	5	5	5
	year	year	year	year	year	year	year
	cycle	cycle	cycle	cycle	cycle	cycle	cycle

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College	&	&	&	&	&	&	&
Council	Budget	Budget	Budget	Budget	Budget	Budget	Budget
O.B.P.R.	3	Annual	Annual	3	Annual	Annual	3
	Year	Updates	Updates	Year	Updates	Updates	Year
Outcome/	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC	SLOAC
Assessment	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC	SSLOAC
Cycles	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC	AUOAC
Curriculum	5	5	5	5	5	5	5
	year	year	year	year	year	year	year
	cycle	cycle	cycle	cycle	cycle	cycle	cycle



### **Our Resource Allocation Process**

- <u>SLOAC, SSLOAC, and AUOAC</u> processes identify resources needed to improve student learning and achievement by enhancing courses, programs, and services
- The Planning and Budgeting Teams and College Council must have confidence that the resource requests they are presented for consideration have valid links and relationships to the College's Guiding Documents.

### **Proposed Validation Framework**

- <u>Course and Program</u> prioritization process identifies the links and relationships of requests to the Guiding Documents.
- <u>Divisional</u> prioritization process <u>affirms</u> the relationships of requests to the Guiding Documents.
- A <u>lens process</u> will focus and align the relationships of requests to the Guiding Documents before they are presented to the Planning and Budget Teams and the College Council.

SLOAC Resource Needs SSLOAC Resource Needs

Divisional prioritization

SLOAC Resource Needs Divisional prioritization

SSLOAC Resource Needs Divisional prioritization

Instructional Program Reviews

Divisional prioritization

SLOAC Resource Needs Student Services Program Reviews

Divisional prioritization

SSLOAC Resource Needs Finance & Resources
Program Reviews

Divisional prioritization

## Focus and Alignment Lens Mission – Strategic Initiatives – ICCs – Educational Master Plan

Instructional Program Reviews

Divisional prioritization

SLOAC Resource Needs Student Services Program Reviews

Divisional prioritization

SSLOAC Resource Needs Finance & Resources
Program Reviews

Divisional prioritization

IPBT

**SSPBT** 

FRPBT

Focus and Alignment Lens
Mission – Strategic Initiatives – ICCs – Educational Master Plan

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SSLOAC Resource Needs Finance & Resources
Program Reviews

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#### **COLLEGE COUNCIL**

**IPBT** 

**SSPBT** 

**FRPBT** 

Focus and Alignment Lens
Mission – Strategic Initiatives – ICCs – Educational Master Plan

Instructional Program Reviews

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SLOAC Resource Needs Student Services Program Reviews

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Divisional prioritization

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- 1. Synchronize and align Institutional Planning with an Outcomes Based Program Review process that includes annual updates.
- Establish timelines and strategies to review and update the College's guiding documents within the six year Accreditation cycle.
- 3. Create and implement a process to validate the relationships between resource requests and Guiding Documents.

### Conclusions & Concerns

 It's one thing to have De Anza College fully engaged in writing outcome statements, performing assessments, and documenting results for the purpose of improving student learning and achievements, but if all that work does not drive our Institutional Planning at all levels of the College we will not have met the expectations of the ACCJC Institutional Planning and Program Review Standards Rubrics.