

INSTITUTIONAL STRATEGIC MASTER PLAN 2009-2014

GOAL#4~ DEDICATED PLANNING

As of October 2012

T A S K - A	CREATE A DEDICATED PLANNING TASKFORCE TO DEVELOP A MEASUREMENT ORIENTATION PROGRAM
I. SPECIFIC ACTIVITIES TO ADDRESS TASK	Convene Taskforce to compile, review, and develop a measurement orientation program
PERSON RESPONSIBLE	Assistant Director, Planning and Development
TIMELINE	February 2013
STATUS	Activity completed. A 7-member Taskforce was formed. Appointment letters were sent January 31, 2011. Taskforce members include, Planner IV, Associate Dean, Program Coordinator III, Controller, faculty (2), and Assistant Director, P&D. The Taskforce met on January 31, 2011 to discuss their responsibility.
PERFORMANCE MEASURE	Establish Dedicated Planning Taskforce.
PERCENT COMPLETED	100%
NEXT STEPS	Taskforce members will convene to incorporate recommendations made during the October 2012 focus group.
COMMENTS	Task has been updated.
II. SPECIFIC ACTIVITIES TO ADDRESS TASK	Develop qualitative assessments for each project (plan) identify by task force (ISMP, GCC's Physical Master Plan, Information Technology Strategic Plan, and the Summary of Actionable Improvement Plans)
PERSON RESPONSIBLE	Assistant Director, Planning and Development
TIMELINE	March 2013
STATUS	Gathered documents needed to develop matrices.
PERFORMANCE MEASURE	Incorporate ACCJC's Rubric for Evaluating Institutional Effectiveness
PERCENT COMPLETED	10%
NEXT STEPS	Taskforce develop and finalize qualitative assessment tool.
COMMENTS	Task has been updated.

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T A S K - B	UTILIZE THE EXISTING TWO-YER ASSESSMENT PLANNING CYCLE
I. SPECIFIC ACTIVITIES TO ADDRESS TASK	Publish scheduled timetable which follows the 2-year assessment cycle to disseminate status of plans
PERSON RESPONSIBLE	Assistant Director, Planning and Development
TIMELINE	Ongoing
STATUS	Assistant Director continues to work on this.
PERFORMANCE MEASURE	Publish a scheduled timetable for the collection of evaluation data and submission of metrics for evaluation (ISMP, GCC's Physical Master Plan, Information Technology Strategic Plan, and the Summary of Actionable Improvement Plans).
PERCENT COMPLETED	15%
NEXT STEPS	Finalize timetable, identify key staff to provide data, and send memo to request for data.
COMMENTS	Task has been updated. Consensus that published schedule should align with GCC's 2-year assessment cycle as to avoid duplication of effort.
II. SPECIFIC ACTIVITIES TO ADDRESS TASK	Present 2-year measure of institutional effectiveness to DCs, MTM, and Board.
PERSON RESPONSIBLE	Assistant Director, Planning and Development
TIMELINE	January 2013
STATUS	Developed a template to report institutional effectiveness by incorporating ACCJC's Rubric for Evaluating Institutional Effectiveness – "awareness, development, proficiency, and sustainable continuous quality improvement".
PERFORMANCE MEASURE	Submission of 2-Year measure
PERCENT COMPLETED	5%
NEXT STEPS	Finalize 2-Year Measure of Institutional Effectiveness
COMMENTS	Task has been updated. Based on a focus group session (10/2012) taskforce will use ACCJC's rubric to assess institutional effectiveness.