TASK-A Beginning AY2012-2013	TO SUSTAIN ACCREDITATION THROUGH IMPROVED TRAINING PROGRAMS AND AN ENHANCED PARTICIPATORY GOVERNANCE PROCESS
I. SPECIFIC ACTIVITIES TO ADDRESS TASK	Develop a process for systematically evaluating non-credit courses, workshops, and training sessions for content and effectiveness, in alignment with the assessment process that is in place for credit courses.
PERSON/COMMITTEE RESPONSIBLE	Chair and members , Standard 2 Committee Office of Continuing Education
TIMELINE	Fall 2014 (By spring 2013, CE&WD should close the loop)
STATUS	Plan approved by AVP
PERFORMANCE MEASURE	Evaluation tool for evaluating non-credit courses, workshops and training sessions for content and effectiveness showing participants' feedback and results is developed and implemented and is aligned with the institutional assessment system schedule and requirements.
PERCENT COMPLETED	5%
NEXT STEPS	Ensure data collection in spring 2013 occurs as scheduled.
COMMENTS	CE&WE submitted their assessment plan before October 8, 2012 deadline. Plan has yet to be reviewed.
II. SPECIFIC ACTIVITIES TO ADDRESS TASK	Evaluate existing governance policies and practices to ensure that all constituents have the opportunity for appropriate and ongoing participation in decision making decision-making. Additionally, implement an enhanced evaluation process to examine the overall effectiveness of participatory governance policies and processes among faculty, staff, and students.
PERSON/COMMITTEE RESPONSIBLE	Chair and members, Standard 4 Committee Faculty and staff senates and CGC
TIMELINE	Fall 2014
STATUS	Survey evaluation tool for evaluating governance policies and practices not started. Staff Governance has been created and actively in operation.
PERFORMANCE MEASURE	Develop evaluation survey tool to evaluate the overall effectiveness of the college's participatory governance policies and processes. Survey is conducted on an annual basis. Staff Participatory Governance is created and actively in operation.
PERCENT COMPLETED	0%
NEXT STEPS	
COMMENTS	Reference the tool used last semester.

TASK-B	TO LINK PROGRAM REVIEW AND ASSESSMENT, INSTITUTIONAL PLANNING AND RESOURCE ALLOCATION TO STUDENT LEARNING OUTCOMES
I. SPECIFIC ACTIVITIES TO ADDRESS TASK	Foster dialogue among program faculty and the Learning Outcomes Committee (LOC) to provide standards for grading and awarding of credit by strengthening language in the course guide Curriculum Manual. The awarding of credit discussion should be guided by the federal definition of credit hour.
PERSON/COMMITTEE RESPONSIBLE	Chair and members, Standard 1 2 Committee Learning Outcome Committee, AVP Office
TIMELINE	Fall 2014
STATUS	Not started
PERFORMANCE MEASURE	Standards for grading and awarding of credits is are written and forwarded through governance.
PERCENT COMPLETED	0
NEXT STEPS	
COMMENTS	Insert verbiage from the credit hour document. The credit hour discussion is a separate issue from standards on grading and awarding of credit.
II. SPECIFIC ACTIVITIES TO ADDRESS TASK	Review resource allocation of the college to ensure that there are sufficient funds to provide training, maintenance, equipment and software support and implement the college's technology plan (i.e., ITSP) to better promote student learning activities.
PERSON/COMMITTEE RESPONSIBLE	Chair and members, Standard 3 Committee College Tech Committee
TIMELINE	Fall 2014
STATUS	Not started
PERFORMANCE MEASURE	Technology plan is implemented, which incorporates and addresses resource allocation for technology that will ensure program and course-level SLOs are achieved.
PERCENT COMPLETED	0%
NEXT STEPS	
COMMENTS	
III. SPECIFIC ACTIVITIES TO ADDRESS TASK	Allocate a percentage of funds for supporting additional resources (such as demand for additional resources i.e. e-book readers and computer tablets) in the Learning Resource Center (LRC) when new programs are developed or when existing programs are significantly modified.
PERSON RESPONSIBLE	Chair and members, Standard 2 Committee Department Chair, Library

TASK-B	TO LINK PROGRAM REVIEW AND ASSESSMENT, INSTITUTIONAL PLANNING AND RESOURCE ALLOCATION TO STUDENT LEARNING OUTCOMES
	College Tech Committee
TIMELINE	Fall 2014
STATUS	Not started
PERFORMANCE MEASURE	Process for the allocation of funds to the LRC for supporting for new programs is developed and implemented. ~~Resource needs for LRC are being reviewed bi-annually for fall and spring semesters.~~
PERCENT COMPLETED	0%
NEXT STEPS	
COMMENTS	LOC should include this part as part of the review process and link to ITSP should be spelled out.

IV. SPECIFIC ACTIVITIES TO ADDRESS TASK	Increase compliance rate of curriculum revision process to ensure courses and programs are not over five years old and that they are current with community and industry standards.
PERSON/COMMITTEE RESPONSIBLE	Chair and members, Standard 2 Committee LOC; Job Specs Committee
TIMELINE	Fall 2014
STATUS	Not started
PERFORMANCE MEASURE	By 2015, 100% of courses and programs will be up-to-date and current to community and industry standards.
PERCENT COMPLETED	0%
NEXT STEPS	
COMMENTS	LOC should address this the same way CCA addresses assessment.

V. SPECIFIC ACTIVITIES TO ADDRESS TASK	Evaluate the safety and security of physical records, and consider various alternative ways (including electronic means) to protect the integrity of student records at all times.
PERSON/COMMITTEE RESPONSIBLE	Chair and members, Standard 2 Committee Registrar, Program Coordinator 2
TIMELINE	Fall 2014
STATUS	Not started
PERFORMANCE MEASURE	An evaluation tool to audit and evaluate the safety, security, and integrity of students' records is developed and implemented. An alternative security measure to protect records is identified and fully operational by fall 2014.

PERCENT COMPLETED	0%
NEXT STEPS	
COMMENTS	

VI. SPECIFIC ACTIVITIES TO ADDRESS TASK	
PERSON RESPONSIBLE	
TIMELINE	
STATUS	
PERFORMANCE MEASURE	
PERCENT COMPLETED	
NEXT STEPS	
COMMENTS	