

Timeline and Process for Assessing Planning and Decision-Making/Participatory Governance Processes beginning January 2015

<p>January 2017 <i>And every other year thereafter</i></p>	<p>The Vice-President of Administrative Services, co-chair of the Planning and Budget Committee, and the administrative co-chair of the Institutional Effectiveness Committee collaborate to schedule and convene a joint meeting of the two committees.</p> <p>In the joint meeting, the committees develop a task force charged with gathering district-wide feedback to assess the district’s planning and decision-making processes.</p>
<p>February 2017 <i>And every other year thereafter</i></p>	<p>The task force develops a process for gathering district-wide feedback on the district’s planning and decision-making processes and implements the process.</p>
<p>March 2017 <i>And every other year thereafter</i></p>	<p>The task force considers the resulting feedback in preparing a Planning and Decision-Making Processes Assessment Report. This report may include recommended revisions to one or more of the components in the district’s model of integrated planning and/or decision-making processes.</p> <p>The task force meets jointly with the Planning and Budget Committee and the Institutional Effectiveness Committee to review the Planning and Decision-Making Processes Assessment Report. The task force revises the report as warranted by the feedback and forwards the Planning and Decision-Making Processes Assessment Report to the Academic Senate Council and College Council.</p>
<p>April 2017 <i>And every other year thereafter</i></p>	<p>Both the Academic Senate Council and College Council review the Planning and Decision-Making Processes Assessment Report and take action on the recommended revisions to the planning and decision-making processes.</p> <p>The Academic Senate Council and College Council submit their recommendations to the Superintendent/President.</p>
<p>May 2017 <i>And every other year thereafter</i></p>	<p>The Superintendent/President reviews the recommendations from the Academic Senate Council and College Council and reaches mutual agreement with the Academic Senate President regarding which changes will be made in the planning processes and/or decision-making processes, if any.</p> <p>The Superintendent/President prepares the final Planning and Decision Making Processes Assessment Report for the Board of Trustees listing the resulting changes to the planning and decision-making processes, if any. The Superintendent/President also distributes this report district-wide.</p> <p>The administrative co-chairs of the Planning and Budget Committee and the Institutional Effectiveness Committee revise the <i>San Luis Obispo County Community College District Integrated Planning Manual</i> and the <i>San Luis Obispo County Community College District Decision-Making and Participatory Governance Handbook</i> to reflect all changes identified in the Planning and Decision Making Processes Assessment Report and ensure the documents are widely distributed.</p>

Assessment of Planning and Decision-Making/Participatory Governance Processes

The district assesses its planning processes in alignment with the Accrediting Commission for Community and Junior College's standards and planning rubric on evaluating institutional effectiveness.

The San Luis Obispo County Community College District's model of integrated planning was implemented beginning in fall 2012. Formal assessments were conducted in spring 2013 and spring 2015. The formal assessment of the planning processes will be conducted every two years.

In the formal assessment, the Planning and Budget Committee and the Institutional Effectiveness Committee collaborate to gather district-wide feedback about planning processes. The two committees will use that feedback to prepare a Planning Processes Assessment Report.

This report may include recommended revisions to one or more of the components in the district's model of integrated planning and the Participatory Governance: Decision-Making and Committee Handbook. All approved revisions are documented with revisions to the *San Luis Obispo County Community College District Integrated Planning Manual*.

In spring 2015 the decision-making processes was assessed along with planning processes. A timeline/process chart is included in this manual to describe the steps in the two-year cycle of assessment.

The Accrediting Commission for Community and Junior Colleges standards most relevant to the assessment of planning processes are:

I.B.7. The institution regularly evaluates its policies and practices across all areas of the institution, including instructional programs, student and learning support services, resource management, and governance processes to assure their effectiveness in supporting academic quality and accomplishment of mission.

I.B.8. The institution broadly communicates the results of all of its assessment and evaluation activities so that the institution has a shared understanding of its strengths and weaknesses and sets appropriate priorities.

Standard IV.A.6. The processes for decision-making and resulting decisions are documented and widely communicated across the institution.

Standard IV.A.7. Leadership roles and the institution's governance and decision-making policies, procedures, and processes are regularly evaluated to assure their integrity and effectiveness. The institution widely communicates the results of these evaluations and uses them as the basis for improvement.