# Planning Committee Update – October 20, 2022

Submitted by P. Mery, Planning Committee Chair

The committee was very pleased to welcome several new members at our September meeting. We oriented our work for the year vis-à-vis the Committee Description and ISER drafts for Standard IA: Mission and Standard IB: Assuring Academic Quality and Institutional Effectiveness which directly relate to Planning. At our October meeting, the committee adopted the following objectives for 2022-2023:

- ➔ Recalibrate institution-set standards and stretch goals with an equity emphasis, using both institutional and unit-level effectiveness data, and share broadly when assessing achievement of the College's mission
- ➔ Direct all college-wide plans to explicate their relationship to Education Master Plan goals, including the goals of improving communication and institutionalizing equity
- ➔ Develop and maintain a multi-year master calendar for college-wide planning and evaluation, in collaboration with other committees
- ➔ Further institutionalize the combined calendar for annual planning and budget development

Work on these objectives has already begun in several grounded ways during our first two meetings:

**Student Equity Planning**

- Dr. Tessa Brown presented the process for developing the new Student Equity Plan (SEP).
- The inclusive consultative process involved writing groups (Classified, faculty, and administrators) and many opportunities for constituency feedback on drafts. Student voice is centered through listening sessions, focus groups, and participation in vetting.
- Dr. Brown's presentation articulated and described SEP links to Education Master Plan goals.
- Her presentation also prompted critical reflections about the fact that as a College, we have generally surpassed our institution-set standards and stretch goals for certificates and degrees, yet opportunity gaps persist, particularly by race/ethnicity. The committee's work in this area will deepen during the upcoming November meeting.

**District Vision and Mission Statement**

- The committee reflected on the overarching context for review, acknowledging work already underway. The Office of Research & Planning has begun to share relevant data critical to informing the statement review process. Data include metrics for which the College has institution-set standards and stretch goals. In addition, the committee acknowledged that some language has already been suggested through Collegial governance resolutions and various Board discussions. In short, a "soft launch" of the review process has already started, with input already offered and data providing focus.
- Ultimately, for next steps, a larger Participatory process is needed per the recently updated Administrative Procedure 1.00. We're consulting with the Chancellor regarding Spring 2023 processes for formalizing Participatory discussion and input.

**Revised Draft Administrative Procedure 2.18 on Institutional Planning**

- Based on committee input, equity was brought to the forefront of the revised draft AP 2.18, as was the connection to the College's mission. A focus on effective implementation and outcomes was also added.
- Next steps for circulation per the Roles, Responsibilities, and Processes (RRP) Handbook, the draft is being shared with Associated Students and Academic Senate for input/reads due to it falling under Student Matters as well as 10+1. The Classified Senate and Administrators Association Executive Committee (AAEC) may also wish to provide input before AP 2.18 is brought to PGC for its consideration and recommendation.

**Comprehensive Program Review is underway!**

- CPR occurs on a three year cycle, with nearly 100 college units submitting reviews, including instructional departments, student services, academic services, and administrative areas.
- The committee was reminded of the new reflective prompts adopted in February 2022, and it received the Fan5 summary of categorical allocations connected to program review and annual planning
- Academic Senate President Mitra Sapienza was present at both Planning Committee meetings to share progress on consultation efforts to connect $750k of unrestricted funds to program review and annual planning as allocated through the 2022-2023 budget. Guidance regarding language is being provided shortly and will be incorporated into the 2022 CPR Guide.

Looking ahead… the Planning Committee anticipates receiving the **Assessment Report for ILO 1** on Critical Thinking and Information Competency at our next meeting. Our Institutional Learning Outcomes (ILOs) are part of the College's mission; therefore, assessment findings are shared with Participatory as well as Collegial Governance to inform future planning and areas of college-wide focus. We'll share more about ILO 1 in our next PGC update.

*** For more information go to ccsf.edu/planning and/or come to our next meeting on November 7th! ***