

2018/19 ANNUAL INSTITUTIONAL STRATEGIC PLAN & ACCREDITATION PLAN UPDATE Executive Summary

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Executive Summary

Key Planning Activities

The 2018/19 academic year built on the 2017/18 achievement of building a planning infrastructure, systems, and processes to support documentation and assessment of the institution's progress on key institutional strategic goals and Accreditation Action Plan growth areas. Fall 2018 saw full implementation and documentation of strategic plans within the Campus Labs planning system. Forty-four faculty, classified professionals, and administrators participated in trainings at two SDCE sites and many engaged in additional one-on-one support. Utilization of this system will support the ability for programs and departments to build and update plans year-round from a central source, and facilitate analysis of progress on institutional-level plans based on strategic planning across the institution.

Activities related to the Institutional Effectiveness Partnership Initiative (IEPI) Innovation and Effectiveness Plan continued, with progress on the use and documentation of SLOs through faculty trainings and development of supporting materials. This progress will be systematized within Campus Labs Outcomes module beginning summer 2019 and continuing through fall and spring.

Work toward designing and implementing a transparent resource allocation model, aligned with strategic planning and program review, under a system of integrated planning presented both successes and challenges. Resource request submissions by programs and departments occurred in Fall 2018, with prioritization of resources by committees and budgeting occurring in Spring. Lessons learned during the year will inform changes for next year.

The Accreditation Sub-Committee (formed in the previous academic year) met several times during the year to oversee Action Plan progress and begin implementing processes and systems that will prepare SDCE for its mid-cycle review and ultimately the next self-study. Accreditation systems were assessed and the Campus Labs Accreditation module was purchased. System development began this past spring and will continue into summer 2019. The committee continued the distribution of bi-annual newsletters for institution-wide communication related to accreditation activities.

Achievements

At SDCE, strategic planning and action planning are integrated so that the Institutional Strategic Plan informs the Accreditation Action Plan. Unit-level strategic plans (instructional, administrative, and committee plans) inform both the Institutional Strategic Plan and the Institution's Accreditation Action Plan. Participation in this year's unit-level (programs, departments, committees) strategic planning was high.

- 37 units completed plans
- 100% of instructional programs participated for the third year in a row

- Plans are more fully completed compared to 2017/18, which demonstrates increased familiarity with the process (26%, respective increase in filled progress indicators for program goals, 223 to 281, and objectives, 549 to 689)

Institutional¹

- 77% of the unit objectives related to Institutional Goals are In Progress or Complete
- 84% of the unit objectives related to Accreditation Plan are In Progress or Complete
- All 16 Accreditation Growth Area Objectives have some progress (see Appendix A)

Instruction

- Increased usage of open education resource (OER) materials
- Increased collaboration with marketing and increased program promotion within the CE community
- Focus on CTE curriculum development
- Increased development of distance education

Administration/Committee

- Computer equipment and software needs assessment
- Increased collaboration between committees for integrated planning
- Strengthened student services capability for delivering services in collaboration with district and community partners

Next Steps:

Several areas of focus will be important in the coming year. The Implementation of Campus Labs as a platform for collection of evidence and progress tracking will continue with the addition of an Accreditation module, an Outcomes module for SLO tracking, and the development of resource request templates within the Planning module.

The Planning and Institutional Effectiveness (PIE) Committee and the Planning, Research and Institutional Effectiveness (PRIE) Office will continue to provide leadership in the development of a culture of continuous improvement and collective understanding of the strategic planning process. Trainings on strategic planning, data analysis, and Campus Labs will be key to support this mission.

A shift is expected to occur from building institution-wide information capacity to reporting and progress oversight on the Accreditation Action Plan. The Accreditation Sub-Committee will take a deeper dive into progress on action plan objectives in fall 2019.

¹ The data shown relates to activities that either started or ended between 2016 and 2021, and it is not comparable with last year's calculations as they only included activities that occurred between 2017 and 2018.

APPENDIX A. 2018/19 ACCREDITATION ACTION PLAN PROGRESS

Growth Area 1: Growth in Enrollment and Student Success

SDCE Institutional Goal 1: Grow SDCE Programming through increased access and enhanced instructional and student services & Goal 3: Increase student academic success and workforce development.

Growth Area Objective	Total number	Completed & Ongoing	In Progress	Deferred	Canceled	Unreported
1.1 - Grow SDCE Distance Education classes through the integration of hybrid and online course development by 10% annually. Baseline = 2015/16 data: 121	38	32%	53%	13%	3%	0%
1.2 - Increase the number of offsite facilities to compensate for current lack of classroom space on SDCE campuses locations by 5% in 5 years and maximize the use of campus space - Baseline = 107 sites from 2015/16 data	24	33%	50%	13%	0%	4%
1.3 - Maintain CTE curriculum to current industry standards while making accessible to a larger population of students and increasing CTE enrollment annually by the district's growth percentage (year 1 = 2%)	33	36%	55%	9%	0%	0%
1.4 - Identify and implement effective strategies, activities, and interventions using data (from new ERP system) and analysis to improve access and persistence (course and program completion) for all SDCE diversity groups by 5% (overall) annually	17	47%	35%	18%	0%	0%
1.5 - Increase student support services and access to those services and resources by 5% within 5 years where needed Baseline = 2016/17 data (note: orientations based on face-to-face)	10	20%	40%	0%	30%	10%
1.6 - Increase workforce development resources and services by 10% over 5 years. Baseline = 2016/17 data	7	29%	29%	29%	14%	0%
1.7 - Upgrade all campus classrooms with smart technology to enhance student learning and active engagement in the learning process	11	36%	36%	18%	0%	9%
1.8 - Increase number of courses implementing open education resource (OER) materials	1	0%	100%	0%	0%	0%

Growth Area 2: Increased Communication and Community Collaboration

SDCE Institutional Goal 2: Cultivate an environment of creativity and increased collaboration both internally and externally.

Growth Area Objective	Total number	Completed & Ongoing	In Progress	Deferred	Canceled	Unreported
2.1 - Increase Interdisciplinary collaboration for student enrollments in multiple disciplines by at least one per program within five years	10	20%	60%	10%	10%	0%
2.2 - Increase and strengthen community partnerships by 5% annually through increased opportunities to collaborate - Baseline Data = 225	23	22%	61%	17%	0%	0%
2.3 - Create an infrastructure and process for informing internal staff & faculty of new programs and services including the utilization of the new ERP student Dashboard as a point of reference to provide information to students	8	75%	13%	13%	0%	0%

Growth Area 3: Professional Development

SDCE Institutional Goal 4: Provide SDCE employees with resources and training to increase the quality of instruction and services.

Growth Area Objective	Total number	Completed & Ongoing	In Progress	Deferred	Canceled	Unreported
3.1 - Current employees will have the opportunity to participate in professional development activities annually to enhance their teaching, customer service, technology, and leadership skills in alignment with SDCE's and SDCCD's strategic goals, and in support of student success - beginning in Spring, 2017	21	43%	48%	10%	0%	0%

Growth Area 4: Maintaining and Securing Technology in support of instruction and student services

SDCE Institutional Goal 4: Provide SDCE employees with resources and training to increase the quality of instruction and services.

Growth Area Objective	Total number	Completed & Ongoing	In Progress	Deferred	Canceled	Unreported
4.1 - Create and maintain an annual technology plan as part of the resource allocation process	8	25%	63%	0%	0%	13%
4.2 - Automate student assessment. Develop specifications and identify system for course and program completion tracking to improve access to student completion and success data by 2021.	2	0%	100%	0%	0%	0%

Growth Area 4: Integrated Planning

SDCE Institutional Goal 5: Strengthen institutional effectiveness through integrated planning and resource allocation.

Growth Area Objective	Total number	Completed & Ongoing	In Progress	Deferred	Canceled	Unreported
5.1 - Develop and implement an integrated planning model, aligning and building relationships between initiatives, and strategic goals and objectives within 5 years	6	50%	50%	0%	0%	0%
5.2 - Increase the use of data in decision making through data access and the integrated planning processes beginning spring 2017, and with the 2018 ERP Implementation.	9	44%	56%	0%	0%	0%