



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE
Participate | Collaborate | Innovate

Institutional Effectiveness Partnership Initiative
 Partnership Resource Teams
 Institutional Innovation and Effectiveness Plan
 Date: May 3rd, 2017

Name of Institution: Columbia College

Area of Focus 1: Improving outcomes assessment and its implications: Sustaining meaningful SLO assessment

<u>Goals</u>	<u>Objectives</u>	<u>Responsible Parties</u>	<u>Target Date for Achievement</u>	<u>Action Steps</u>	<u>Measures of Progress</u>	<u>Evidence / Notes / Follow-up</u>	<u>Status</u>
<i>A broad description of what we are trying to accomplish</i>	<i>Specific, measurable, objectives, which will support the institution to reach the accompanying goal</i>	<i>Individuals responsible for spearheading efforts to reach this objective</i>	<i>Target dates for accomplishing the objectives</i>	<i>Actions to be taken in support of reaching our objectives</i>	<i>Measures which will be used to gauge our effectiveness in meeting our objectives</i>	<i>Evidence to be gathered and follow-up activities to be undertaken.</i>	<i>Progress toward meeting identified goals and objectives.</i>
1. Non-instructional faculty and staff become proficient in developing SLOs, assessing student progress in meeting SLO's, and employing the results to inform college planning and the continuous improvement of programs.	1a. Non-instructional programs complete SLO mapping and enter the results of their SLO assessments in eLumen.	1. Melissa Raby/Brandon Price	1. Summer 2017 thru Summer 2018	1a. Connect with other colleges that are using eLumen to identify best practices for direct assessment of non-instructional SLOs.	1a. The number and proportion of non-instructional programs that complete SLO mapping and enter the results of their SLO assessments in eLumen.	1a. Provide summary of findings from site visits to applicable groups	
				1a. Provide initial staffing support for SLO and SAO eLumen input and training for non-instructional areas.	1a. Results of surveys from participants in the eLumen trainings.	1a. See evidence of staffing support & eLumen report identifies SLOs and SAOs entered	
	1b. Non-instructional programs use the results of SLO assessment to inform their program review and improvement.			1b. Incorporate assessment results in Program Reviews and use those results to guide improvements.	1b. The number and proportion of non-instructional programs that used the results of SLO assessment to inform their program review.		

2. The assessment of administrative units is better integrated into the campus wide assessment process.	2. Develop and disseminate Administrative Unit Outcomes for all administrative units.	2. All Administration	2. Spring 2018	2. Establish clear timeline for AUOs and provide support for administrative unit employees on the AUO development and assessment process	2. The number and proportion of administrative units with AUOs identified and published.	2. Publish timeline and AUOs online		
3. The college continues to promote a culture that encourages members of the campus community to engage in authentic, meaningful assessment to support the continuous improvement of programs (rather than simple compliance).	3a. Provide members of the campus community with the tools and training needed to conduct meaningful assessments.	3a. SLO Committee	3a. Summer 2017 thru Summer 2018	3a. Provide professional development opportunities, including adjunct training, on meaningful outcomes assessment.	3a. The number and type of trainings provided. The number and proportion of members of the campus community that participate in professional development related to assessment.	3a. Share SLO assessment best practices		
				3a. Evaluate the effectiveness of trainings related to participation in meaningful outcomes assessment.	3a. Survey the participants in the trainings to gauge satisfaction with the training provided and suggestions for improving future trainings			
	3b. Communicate college progress related to assessment, and highlight best practices, to multiple constituencies through multiple modes.	3b. Institutional Effectiveness Council	3b. In-Service Fall 2017/Spring 2018	3b. Incorporate into Program Review presentations or other regularly scheduled meetings, such as division meetings.	3b. The number of times, and methods, in which progress and best practices are disseminated; number and nature of improvements made based on evaluation.	3b. Share agendas and meeting minutes		
				3b. Build an electronic hub for communicating about SLO progress, procedures, and best practices;			3b. Publicize link of SLO hub	
				3b. Evaluate the effectiveness of communications, based in part on feedback from constituencies, and make improvements as warranted.				
	3c. Encourage, recognize, and reward collaborative efforts and teamwork (e.g., SLO Camp) which support assessment efforts.	3c. SLO Committee	3c. End of each term	3c. Develop and implement innovative events to encourage, recognize, and reward collaborative efforts.	3c. The number of times and methods in which collaborative efforts to support assessment are conducted, recognized, and rewarded.	3c. Announce recognition event		

Area of Focus 2: Improving outcomes assessment and its implications: Using SLOs to drive planning and sustain continuous improvement

<u>Goals</u>	<u>Objectives</u>	<u>Responsible Parties</u>	<u>Target Date for Achievement</u>	<u>Action Steps</u>	<u>Measures of Progress</u>	<u>Evidence / Notes / Follow-up</u>	<u>Status</u>
1. The assessment process is integrated with, and drives, college planning and continuous improvement.	1a. Develop and articulate a plan to connect SLOs to Program Review.	1. Institutional Effectiveness Council	1. Summer 2017 thru Summer 2018	1a. Meet with administrators, key faculty, and staff before the fall semester begins (including Student Services) to develop a plan to connect results of SLO assessments to program review.	1a. The degree to which a plan has been developed to connect SLOs to Program Review	1a. Create preliminary action plan and present to constituency groups	
				1a. Plan follow-up meetings and trainings with faculty throughout the fall semester		1a. Share schedule of meetings and trainings	
				1a. Implement plan. Ensure program reviews completed in Spring 2018 are connected to SLOs	1a. The number and proportion of program reviews completed in Spring 2018 which are connected to SLOs.		
	1b. Develop and implement a clear integrated planning process that links institutional planning and SLO results and continuous improvement.	1b. Institutional Effectiveness Council	1b. Summer 2017 thru Summer 2018 as plans come up for review	1b. Strengthen dialogue and collaboration to encourage stakeholder participation in the development of a plan for linking SLO results to the integrated planning process	1b. The degree to which constituencies were involved in developing a clear process that links institutional planning, SLO results, and continuous improvement.	1b. Share agendas and meeting minutes	


			1b. Revise institutional plans to define, describe, and demonstrate linkages	1b. The degree to which a clear integrated plan has been developed and implemented.	1b. Share revised plan		
			1b. Create and disseminate comprehensive Institutional Effectiveness Report that demonstrates linkages		1b. Share published report		
	1c. Utilize disaggregated data (from eLumen) to inform and help drive program/institutional continuous improvement.	1c. SLO Committee, Institutional Research, Student Equity	1c. Spring 2018	1c. Prepare electronic disaggregated reports and determine the meaningful data slices 1c. Conduct gap analysis to determine if some groups are disproportionately impacted in meeting SLOs	1c. The number and proportion of programs which utilize disaggregated data to inform their program reviews.	1c. Provide list of appropriate data slices for data improvement	


Area of Focus 3: Implement technology to support program review and outcomes assessment (eLumen)

<u>Goals</u>	<u>Objectives</u>	<u>Responsible Parties</u>	<u>Target Date for Achievement</u>	<u>Action Steps</u>	<u>Measures of Progress</u>	<u>Evidence / Notes / Follow-up</u>	<u>Status</u>
1. Members of the campus community have access to, and training in the use of, technology which supports their efforts to assess and continuously improve programs.	1a. Conduct an examination of effective program review processes, including software available to support program review.	1. Institutional Effectiveness Council	1. Fall 2017 - Spring 2018	1a. Review and evaluate other colleges as models for effective program review processes	1a. Implementation of program review system;	1a. Provide summary of findings from site visits to applicable groups	
	1b. Acquire and implement appropriate technology to support members of the campus community to complete program review.			1b. Select, implement and train on new or revised program review system; 1b. Evaluate effectiveness of the PR system and make improvements as warranted.	1b. Results of a survey of stakeholder satisfaction with the technology employed to support program review.	1b. Document completion of training	
	1c. Develop, implement and evaluate a strategy for effectively integrating curriculum management with SLO assessment.	1c. Curriculum Committee & VPI Office	1c. Summer 2017 thru Summer 2018	1c. Review and evaluate our current curriculum management system alongside others for effective SLO connection;	1c. The degree to which an effective strategy for integrating curriculum management and SLO assessment is implemented	1c. Provide recommendation to applicable groups	
				1c. Review and evaluate other colleges as models for effective curriculum/SLO integration; 1c. Implement integration strategy; 1c. Evaluate effectiveness.	1c. Evaluation results indicating efficacy.	1c. Provide summary of findings from site visits to applicable groups	

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus <i>(Copy from table above.)</i>	Applicable Objective(s) <i>(Copy from table above.)</i>	Description of Resource Needed <i>(Refer to Action Steps above as appropriate.)</i>	Cost of Resource
Improving outcomes assessment and its implications: Sustaining meaningful SLO assessment	Non-instructional programs complete SLO mapping and enter the results of their SLO assessments in eLumen.	Travel stipends for conferences and other professional development activities.	\$50,000
		Guest speakers and training workshops.	\$25,000
	Non-instructional programs, completing program review in 2017-2018, use the results of SLO assessment to inform their program review and improvement.	Incentives for Innovation (i.e., monetary awards to augment Division or Department budgets to implement innovative ideas resulting from analyses of SLO assessment data).	\$25,000
	Develop and disseminate Administrative Unit Outcomes for all administrative units.		
	Provide members of the campus community with the tools and training needed to conduct meaningful assessments.		
Communicate college progress related to assessment, and highlight best practices, to multiple constituencies through multiple modes.			
Improving outcomes assessment and its implications: Using SLOs to drive planning and sustain continuous improvement	Develop and articulate a plan to connect SLOs to Program Review.	Software to support integrated planning and budgeting processes.	\$20,000
	Develop and implement a clear integrated planning process that links institutional planning and SLO results and continuous improvement.	Training on disaggregation of SLO data and gap analysis.	\$5,000
	Utilize disaggregated data (from eLumen) to inform and help drive program/institutional continuous improvement.		
Implement technology to support program review and outcomes assessment (eLumen)	Conduct an examination of effective program review processes, including software available to support program review.	Purchase software and computer technology/equipment to support ongoing SLO work.	\$60,000
	Acquire and implement appropriate technology to support members of the campus community to complete program review.	Funding for assessment and data analysis training "camps"	\$15,000
	Develop and implement a strategy for effectively integrating curriculum management with SLO assessment.		
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$200,000

Approval	
Chief Executive Officer	
Name: Angela R. Fairchilds, Ph.D.	
Signature or E-signature:	Date:
	5/25/17

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name: Erin Naegle	
Signature or E-signature:	Date:
	5/25/17