

MEMO:

This second IEPI PRT grant will help our college address a longstanding and important structural issue. Our budgeting, planning and resourcing processes are currently not clear for most people on campus, and this leads to misunderstandings and distrust when decisions are made. There is also a need to integrate our planning efforts so that our budget decisions are aligned with our college priorities to meet our mission of student success.

This grant can help us make necessary improvements. We have been awarded \$200,000 based on these three areas of focus:

- A. **Streamlining our participatory governance structure and improving communication.** Participatory governance clarifies how decisions are made, invites input from everyone on campus, and documents reasons for decisions. Budgeting is one important function of governance, and effective use of our structures will provide transparency.
- B. **Fully integrating our planning and resource allocation process.** All budgeting and resourcing decisions must respond to the needs of the campus. Currently, the general funds budget is considered in the budget committee and tied to the unit plan process. The discretionary portion of general funds is only a small fraction of the college's \$40.2M total budget, however. If all of our resources are considered alongside all of our plans (strategic plan, program review plans, SEAP, Equity, SWF, EOPS, grants), sensible budgeting can be done in a transparent fashion. The work of this grant will allow us to build structures that can do this.
- C. **Better integrating learning outcome assessments into integrated planning.** Our mission is to provide a quality education aimed at helping students achieve their economic and educational goals, as well as courses designed to support lifelong learning. Student Learning Outcomes (SLO's) can be seen as information about whether we are successful in providing transformational educational experiences for our students. Since plans direct resources where they are needed, incorporating SLO analysis into planning will make sure our college's money is directed where it can best serve students!

The PRT grant budget will be allocated to assure we meet the goals of each area of focus. A general five step process for each area will include:

- Assessment of our current practice to clarify areas that can be improved
- Communicate analyses of assessment widely (using governance processes and other strategies)
- Develop and execute a project management plan to make needed changes
- Implement improvements

Planning Process for this IEPI PRT II Grant

The draft plan and budget were developed by the IEPI PRT team, which includes the college president, vice president, dean of institutional effectiveness and ASC President. These were reviewed and approved by the Academic Senate Council because IEPI PRT grants require collegial consultation, and any changes will be made using this aspect of the participatory governance process. Note that language for objectives was lifted from our strategic plan, which was a whole-college effort!

The spirit of this grant is to create broad participation in governance processes and decision making. Therefore beginning Fall 2020, the IEPI PRT team will communicate widely and invite input from the campus community about progress on this grant.

DRAFT