

Process Alignment Progress

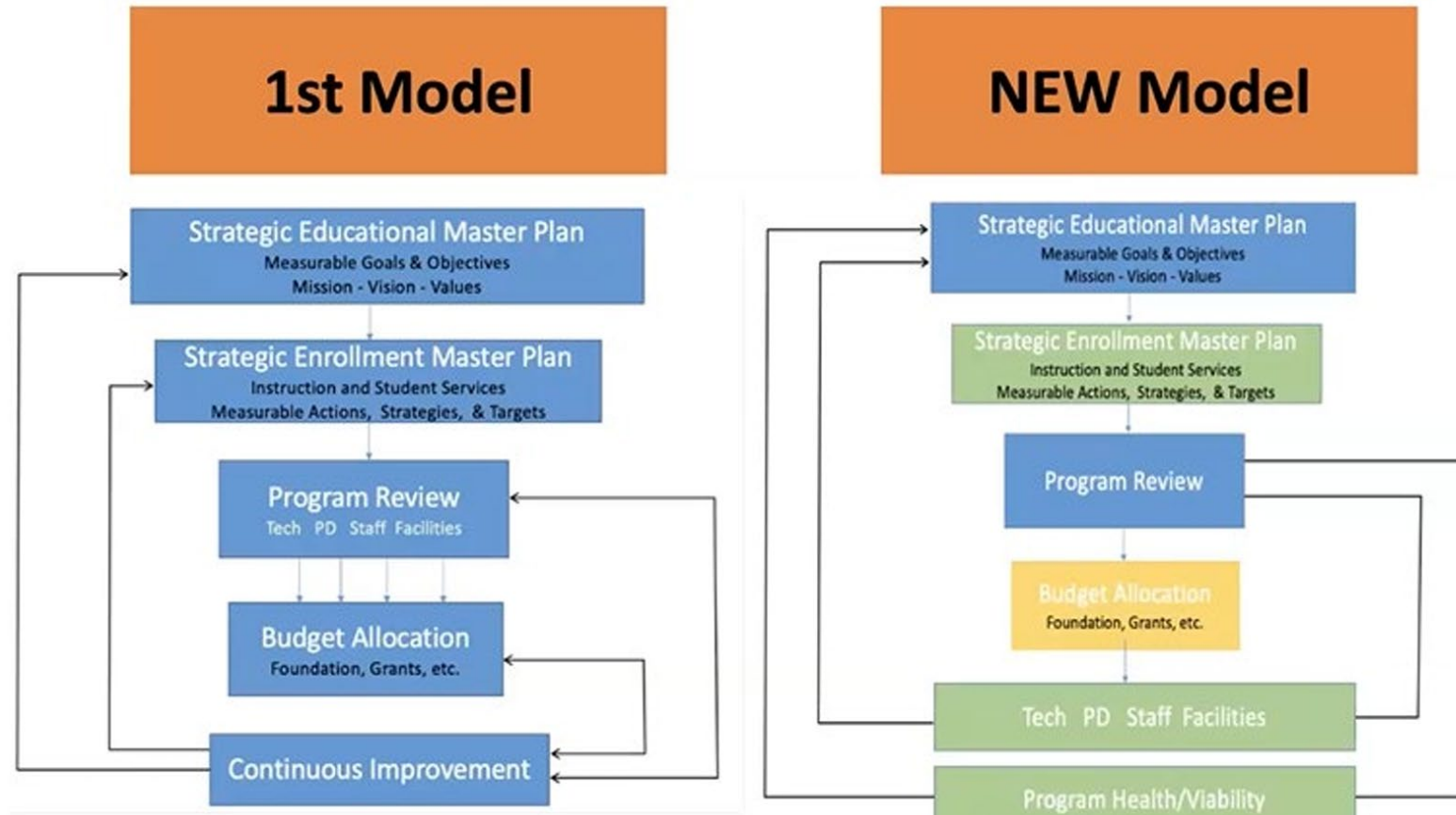
Purpose

- To realign the college processes and decision making to meet our operational needs.

Steps

- Work with a subcommittee from College Council to explore possible models that would better define our processes.
- Ensure that our model allows for alignment of all processes.
- Incorporate changes to Program Review and Resource Allocation.
- Create in Integrated Calendar that aligns Accreditation, Program Review and Strategic Educational Master Plan cycles.
- Draft Procedures narrative to support process and calendar.

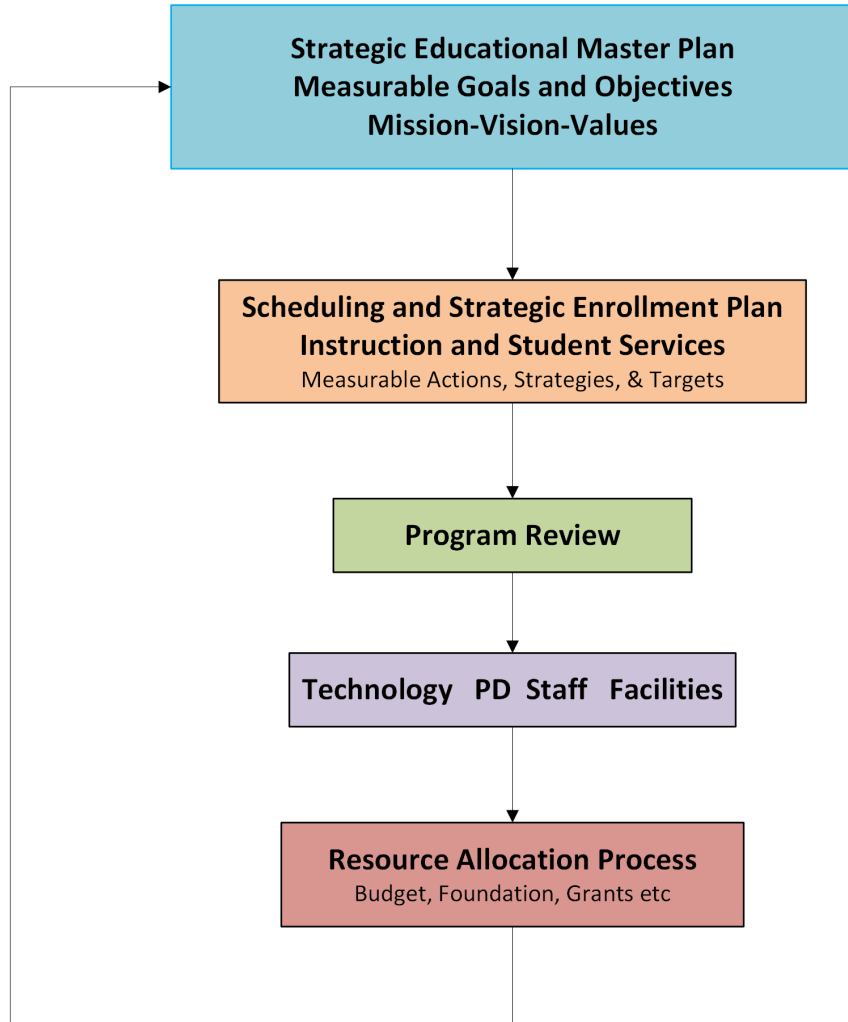
Previous Model with New Model



The committee considered these models along with models from other colleges to come up with our Proposal.

Proposal

At the 4/4/2024 meeting, the subcommittee decided to modify the NEW Model and also create an annual calendar. We are sharing these with all the constituent groups for review before the May College Council meeting. This is a first read. We are looking for comments and support to move forward.



Cañada College Annual Integrated Planning & Budgeting Calendar (updated 9.10.2020)			Key:		Budget		Staffing	
	Activity	Responsible Party	Aug	Sept	Oct	Nov	Dec	Jan
Budget	Develop budget parameters based on program review	Admin & Faculty						
	Draft budget based on Division priorities, staffing approvals	VPAS						
	Submit tentative budget to District	VPAS						
	Finalize position control	VPAS						
	Finalize budget and submit to District	VPAS						
	Approve budget (Board of Trustees)	President, VPAS						
Staffing	Submit proposals for faculty reassigned time	Faculty						
	Review faculty proposals for faculty reassigned time	IPC						
	Review, consult, and make decisions on faculty reassigned time	VPI						
	Confirm timeline and process for program review cycle	PBC						
	New position process (part of program review process)	Divisions						
	Announcement of approved new positions	President						
College and Program Planning	Set annual priorities	Leadership Retreat						
	Consider College Scorecard and confirm priorities	PBC						
	Consider draft and approval final Annual (operational) Plan	PBC						
	Align annual work plans to Annual Plan	All						
	Prepare progress reports to PBC	Committees						
	Approve progress reports and any new 3-year plans from Committees	PBC						
	Update data dashboards for program review	PRIE						
	Post SLO and PLO assessment reports	VPI						
	Conduct program review, update program plans & resource needs	Programs/Deans						
Peer evaluation of comprehensive program reviews	IPC/SSPC							

Next Steps

- Create an **Integrated Planning model** - (Spring 24)
- Update **Integrated Planning Calendar** that aligns with Accreditation and Program Review cycle. This will require that we push our Strategic Master Plan by one year from May 2025 to May 2026 so that it will better match the Districtwide cycle for the 4CD Strategic Master Plan (May 2025)
- Draft **Procedures** Narrative. (Fall 24)
- ***Action is needed** to approve the delay of the Strategic Master Plan for one year.
- *Review Proposal and indicate support for continued progress.