

## Recommendations to Improve Quality

| # | Recommendation Text  | Lead Responsibility | Progress<br>(Black font = Goal or Direction)<br>(Green font = Completed by July, 2017)<br>(Blue font = Completed by Aug, 2017)<br>(Red Font = RECOMMENDATION HAS BEEN MET)   |
|---|--|---------------------|--|
| 6 | In order to improve, the team recommends that the College develop more <b>intentional cycles of course assessment, strengthen the link between course and program assessment cycles, and reach greater levels of participation</b> in student learning outcomes assessment from all faculty. (Standard II.A.3) | LAC                 | <ul style="list-style-type: none"> <li>● The LAC is working on the program-level assessment module in TracDat in spring 2017.</li> <li>● Cycles of course assessment have been developed by the LAC, and approved by the Academic Senate, AAAG, and CAC.</li> <li>● The LAC provided TracDat training on course-level assessment to a large group of faculty in Spring Flex 2017.</li> <li>● Divisions invited the LAC in spring 2017 to conduct course-level assessment TracDat training.</li> <li>● The LAC has made presentations at AAAG and at the Academic Senate to improve understanding and increase participation.</li> <li>● The LAC is working with Divisions on how to assess courses that have multiple sections.</li> <li>● LAC is working with Divisions to map SLOs from the course-level to the program-level.</li> <li>● <b>The LAC provided workshops and support during Flex in August 2017 for faculty to complete course level SLO assessment.</b></li> </ul> |
| 7 | In order to improve, the team recommends that the College <b>use enrollment data to inform scheduling decisions and implement an enrollment management system to facilitate data usage.</b> (Standards II.A.6; II.A.10)  | VPAA                | <ul style="list-style-type: none"> <li>● EMS training was provided to Division Chairs and DOMS in December 2016.</li> <li>● EMS has been implemented and has been in use since January 2017.</li> <li>● EMS has been used to plan and finalize summer and fall 2017 schedules.</li> <li>● Data is EMS is being used by Division Chairs, Deans and the Office of Academic Affairs to make scheduling decisions for Summer 2017, Fall 2017</li> </ul>  |

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|    |   |                                 | <p>and Spring 2018 based on productivity, growth areas (Dual Admission, Dual Enrollment) and budget.</p> <p><b>RECOMMENDATION HAS BEEN MET.</b></p>  |
| 10 | In order to improve, the team recommends that <b>all student services provided at the Marina Education Center be consistently scheduled and published.</b> (Standard II.C.3)  | VPSS                            | <ul style="list-style-type: none"> <li>● All Student Services at the Marina Education Center have been reviewed. A consistent schedule of services has been published on the MPC website.</li> <li>● A "Student Services in Marina" web page has been added to the Marina website. The schedule for counseling, financial aid and assessment services is listed.</li> <li>● A staff member or a counselor offers to visit every class scheduled in Marina to promote services available for students.</li> <li>● A calendar of student services availability is regularly posted on the bulletin boards in each classroom and office on the Marina Center.</li> <li>● MPC Student Services Banners has been posted.</li> <li>● Dean of Student Services for Marina hired effective July 2017.</li> <li>● A Categorical Services Coordinator (bilingual) has been hired effective May 2017.</li> </ul> <p><b>RECOMMENDATION HAS BEEN MET.</b></p> |
| 11 | In order to improve, the team recommends that the College obtain <b>accurate data on students receiving comprehensive and abbreviated student education plans and review the data</b> regularly to make appropriate action plans to increase Student Success. (Standard II.C.5) | VPSS<br>Office of Institutional | <ul style="list-style-type: none"> <li>● MPC currently has accurate data on comprehensive and abbreviated student educational plans. They will continue to be collected and reviewed to inform actions taken to increase student success.</li> <li>● Documentation of improvements will be provided.</li> </ul>  |

Dr. Walter Tribley

Board of Trustees Meeting

August 23, 2017

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|    |  | Research            | <ul style="list-style-type: none"> <li>● Current reporting format identifies the number of students who have been directed to receive an education plan, whether or not they have a plan on file. This report will be further reviewed to identify students who do not have a comprehensive education plan in order to connect them with a counselor.</li> <li>● Working with IT to develop a standing report.</li> <li>● IT created a report identifying students without a comprehensive educational plan so that counselors can further assist them.</li> </ul> <p><b>RECOMMENDATION HAS BEEN MET.</b></p> |
| 12 | In order to improve, the team recommends that the College <b>update its administrative hiring procedures.</b> (Standard III.A.3) | HR                  | <ul style="list-style-type: none"> <li>● Professional Personnel Leasing, Incorporated has been contracted with in June 2017 to research and revise the administrative hiring procedures.</li> <li>● Initial work has begun on the update to the Administrative hiring procedures.</li> </ul>  |