

Monterey Peninsula College

Academic Affairs 2012-2013

Operational Goal	Completion Date
<p>1.0 In collaboration with the Academic Senate, Institutional Committee on Distance Education, Dean of Instructional Technology, Director of IT, and other constituents, ensure support for distance education offerings.</p> <p>This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p><i><u>Institutional Goal 1 – Promote academic excellence and student success.</u></i></p> <p><i><u>Objective 1.3 – Develop and prioritize the implementation of an online learning strategic plan that includes institutional support, protocols, and assessment of instruction.</u></i></p> <p><i><u>EMP Goal 1, Accreditation Recommendation 1, Objective 2 - Develop an online MPC general education pattern, 3 to 5 online certificate programs. Also consider developing an online re-certification program, a CTE online associate degree program, and online components that support SB 1440 general education transfer patterns.</u></i></p>	<p>Ongoing</p>
Objective/Activity	
<p><i>Objective #1:</i> Facilitate the efforts of the Institutional Committee on Distance Education in the area of technological and pedagogical support for distance education faculty and advocacy for student access and success.</p> <p><i>Activity #1:</i> Academic Affairs will provide support in the form of administrative support for meetings, preparing announcements, coordinating times for workshops, and assisting in the preparation of reports for the Institutional Committee on Distance Education.</p> <p><i>Activity #2:</i> Academic Affairs will assist in the dissemination of information to faculty regarding curricular development opportunities for distance education faculty.</p> <p><i>Activity #3:</i> Academic Affairs will coordinate the hiring process for the Associate Dean of Instructional Technology and Development.</p> <p><i>Activity #4:</i> Academic Affairs will assist in articulating what quality distance education at MPC is, in collaboration with the Institutional Committee on Distance Education and the Academic Senate.</p>	

Operational Goal	Completion Date
<p data-bbox="175 191 1146 373">2.0 With the collaboration of Administrative Services, Student Services, Division Chairs, the Dean’s Council and other constituents, continue the development and implementation of a transitional and long-range plan for the occupancy and ongoing operation of the MPC Education Center at Marina.</p> <p data-bbox="175 411 1162 478">This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p data-bbox="175 483 1162 541"><i>Institutional Goal 3 – Manage the rate of growth in programs and services in Seaside and Marina, subject to funding and growth conditions.</i></p> <p data-bbox="175 543 1078 602"><i>Objective 3.1 – Based on assessment and analysis of community needs and district resources, develop appropriate class schedules and programs.</i></p> <p data-bbox="175 604 1188 722"><i>EMP Goal 2, Community Environmental Scan, Objective 1- Based on assessment and analysis of community needs and district resources, develop appropriate class schedules and programs. Objective 3- Provide essential support services to enable student success at the Marina Education Center and the Seaside Public Safety Training Center.</i></p>	<p data-bbox="1219 191 1325 222">Ongoing</p>
<p data-bbox="175 758 423 789">Objective/Activity</p>	
<p data-bbox="175 835 1333 894"><i>Objective #1:</i> Coordinate schedule development to achieve desired program development based on community needs assessment and faculty and student feedback through Division Chairs.</p> <p data-bbox="269 936 1425 1066"><i>Activity #1:</i> The Dean of Instruction, in collaboration with the Marina Student Service Counselor, will confer with Division Chairs and the Dean of Instructional Planning to develop Marina Education Center class schedules designed to continue progress toward generating the 1000 FTES needed for complete center status.</p> <p data-bbox="269 1104 1414 1199"><i>Activity #2:</i> The Dean of Instruction, in collaboration with the Marina Student Service Counselor, will work with the Division Chairs to coordinate class schedule options to meet Marina students’ needs.</p> <p data-bbox="175 1241 1435 1335"><i>Objective #2:</i> In collaboration with Administrative and Student Services staff and other constituent groups, plan and coordinate the support services needed to complement the academic programs planned for the Center.</p> <p data-bbox="269 1373 1403 1467"><i>Activity #1:</i> The Dean of Instruction will confer with the Dean of Student Services to coordinate the provision of support services related to the instructional program offered at the Marina Education Center.</p>	

Operational Goal	Completion Date
<p>3.0 In collaboration with the Division Chairs and the Curriculum Advisory Committee and with the support of the Academic Senate, review, and revise when appropriate, curriculum to implement new or revised programs based on the SB 1440 Transfer Degree model, to update existing course outlines to new Title 5 standards, and to review courses for program review as required.</p> <p>This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p><i>Institutional Goal 1 - Promote academic excellence and student success.</i></p> <p><i>Objective 1.2 – Improve student experiences by supporting the quality of instruction and service delivery through</i></p> <p><i>a. creating a framework for faculty and staff to learn, share ideas, engage in dialog and collaborate</i></p> <p><i>b. promoting efforts to analyze the effectiveness of programs and make improvements based on the results.</i></p> <p><i>EMP Goal 1, Transfer Institutions, Objective 3 - Create and/or revise programs and curriculum in response to and support of SB 1440.</i></p>	<p>Ongoing</p>
Objective/Activity	
<p>Objective #1: In collaboration with faculty, Division Chairs, the Curriculum Advisory Committee and the support of the Academic Senate, implement new curriculum according to the guidelines for the new SB 1440 Transfer Degrees.</p> <p><i>Activity #1: Communicate with faculty the new transfer model curriculum (TMC) that has been developed for them to review and implement into new associate degrees for transfer.</i></p> <p><i>Activity #2: Work with the Curriculum Advisory Committee to review and approve these transfer degrees in the quickest and most efficient manner so that new programs will be in place by the fall 2013 term.</i></p> <p><i>Activity #3: Provide updates for AAAG on the status of MPC’s efforts to approve the new Transfer Associate Degrees.</i></p> <p>Objective #2: In collaboration with the Curriculum Advisory Committee, continue the implementation of the CurricUNET software program to automate the curriculum development and approval process and track the progress of individual course and program approvals.</p> <p><i>Activity #1: Provide additional training and assistance to faculty in the use of CurricUNET for the approval of new programs.</i></p> <p><i>Activity #2: Provide AAAG with regular information on curriculum development issues related to inputting courses and programs into CurricUNET.</i></p> <p>Objective #3: Working with faculty and the Curriculum Advisory Committee, revise courses as necessary to meet the new Title 5 regulations on repeatability</p> <p><i>Activity #1: Communicate with faculty the new requirements and inform them of the need to make the necessary changes in a timely manner.</i></p> <p><i>Activity #2: Work with the Curriculum Advisory Committee to insure that all necessary course revisions are approved in time for the scheduling of classes for fall 2013.</i></p>	

Operational Goal	Completion Date
<p data-bbox="170 136 1193 262">4.0 In collaboration with the Academic Senate, support the efforts to link student learning outcomes with program review, planning, and resource allocation.</p> <p data-bbox="170 294 1161 367">This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p data-bbox="170 367 966 399"><i><u>Institutional Goal 1 - Promote academic excellence and student success.</u></i></p> <p data-bbox="170 399 1193 457"><i><u>Objective 1.1 – Investigate ways to articulate student success that represent the diverse range of our student’s goals, and retain strong academic integrity and high academic standards.</u></i></p> <p data-bbox="170 457 1144 520"><i><u>Objective 1.2 – Improve student experiences by supporting the quality of instruction and service delivery through</u></i></p> <ul style="list-style-type: none"> <li data-bbox="267 520 1185 577"><i>a. creating a framework for faculty and staff to learn, share ideas, engage in dialog and collaborate</i> <li data-bbox="267 577 1047 640"><i>b. promoting efforts to analyze the effectiveness of programs and make improvements based on the results</i> <p data-bbox="170 640 1218 760"><i><u>EMP Goal 1, Accreditation Recommendation 1 to 3, Objective 3- Use Program Reflections to learn, share ideas, engage in dialog, collaborate and continue improvements. Objective 4 - Use program review process to analyze the effectiveness of programs and make improvements based on the results.</u></i></p> <p data-bbox="170 760 1120 856"><i><u>EMP Goal 1, Program Review, Objective 5- Continue to identify barriers and develop successful interventions and strategies to improve student success, supporting faculty dialogue about student learning both within basic skills classes and beyond.</u></i></p>	<p data-bbox="1226 136 1356 178">Fall, 2012</p>

Objective/Activity

Objective #1: Facilitate the efforts of the Program Review and Student Learning Outcomes Committee in support of the development of the Accreditation Midterm Report, investigating and reporting on progress made on the recommendations from the 2010 visiting team, and the College’s self- identified planning agendas from the 2010 Self Study.

Activity #1: Academic Affairs will provide support in the form of launching the investigative and reporting process, coordination of the process, administrative support and assisting in the preparation of report for the Accreditation Midterm Report.

Objective #2: Ensure the continued improvement and effectiveness of the Program Reflections process in conjunction with the Program Review Annual Report in an effort to foster conversations and to encourage the use of Program Reflections for purposes most useful to individual programs.

Activity #1: Academic Affairs and the Program Review and Student Learning Outcomes Committee, through weekly meetings, will review the Program Reflections and Program Review forms and process as needed.

Operational Goal	Completion Date
<p data-bbox="183 195 1179 296">5.0 Working in collaboration with Division Chairs, Student Services and the Basic Skills Initiative committee, develop plans to implement the Student Success Initiative.</p> <p data-bbox="183 333 1166 405">This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p data-bbox="183 409 980 436"><u><i>Institutional Goal 1 - Promote academic excellence and student success.</i></u></p> <p data-bbox="183 441 1208 499"><u><i>Objective 1.2 – Investigate ways to articulate student success that represent the diverse range of our student’s goals, and retain strong academic integrity and high academic standards.</i></u></p> <p data-bbox="183 504 1182 562"><u><i>EMP Goal 1, Student Success Initiative, Objectives 1 to 8: Develop plans to implement the Student Success Initiative. Dovetail with current Basic Skills Initiative in objectives 1 to 8.</i></u></p> <p data-bbox="183 567 1195 625"><u><i>EMP Goal 1, Program Review, Objective 3- Create opportunities for collaboration between Student Services and Academic Affairs, as well as such opportunities between disciplines.</i></u></p> <p data-bbox="183 630 1208 709"><u><i>Objective 5- Continue to identify barriers and develop successful interventions and strategies to improve student success, supporting faculty dialogue about student learning both within basic skills classes and beyond.</i></u></p>	<p data-bbox="1243 191 1349 218">Ongoing</p>
Objective/Activity	
<p data-bbox="183 835 1451 930">Objective #1: In collaboration with Student Services staff and other constituent groups, plan and coordinate the support services needed to complement the academic programs with Basic Skills curriculum and offerings.</p> <p data-bbox="277 968 1419 1035"><i>Activity #1:</i> The Dean of Instruction will confer with the Dean of Student Services to coordinate the provision of support services related to Basics Skills instructional programs.</p> <p data-bbox="183 1073 1138 1100">Objective #2: Continue to work with area high schools on curriculum alignment.</p> <p data-bbox="183 1138 1422 1234"><i>Activity #1:</i> Facilitate meeting between high school faculty/administrators either through AAAG and/or appropriate department meetings or through other means to discuss curriculum from high school perspective</p>	

Operational Goal	Completion Date
<p data-bbox="162 178 1209 336">6.0 Working in collaboration with Division Chairs and other constituencies, develop contingency planning strategies that maintain the integrity of the college’s instructional program within the constraints of the current extraordinary fiscal limitations.</p> <p data-bbox="162 367 1209 441">This Operational Goal is related to the following Institutional and EMP Goals and Objectives:</p> <p data-bbox="162 441 1209 472"><i><u>Institutional Goal 1 - Promote academic excellence and student success.</u></i></p> <p data-bbox="162 472 1209 556"><i><u>Objective 1.1 – Investigate ways to articulate student success that represent the diverse range of our student’s goals, and retain strong academic integrity and high academic standards.</u></i></p> <p data-bbox="162 556 1209 682"><i><u>EMP Goal 1, Accreditation Response to Recommendation #4 - Objective 2: Develop an online MPC general education pattern, 3 to 5 online certificate programs. Also consider developing an online re-certification program, a CTE online associate degree program, and online components that support SB 1440 general education transfer patterns.</u></i></p> <p data-bbox="162 682 1209 745"><i><u>EMP Goal 1, Program Review, Objective 2: Review and revise efforts to attract and retain students.</u></i></p> <p data-bbox="162 745 1209 840"><i><u>EMP Goal 2, Community, Objective 2: Review Career and Technical Education programs to identify how best to meet the changing needs of local and regional workforce while accounting for the fiscal realities of the college.</u></i></p>	<p data-bbox="1209 178 1461 220">Fall, 2012</p>
<p data-bbox="162 892 1461 934">Objective/Activity</p>	
<p data-bbox="162 955 1461 1029">Objective #1: Academic Affairs will work with Division Chairs and other constituencies to prepare a contingency plan for a mid-year fiscal reduction if proposition 30 not passing.</p> <p data-bbox="259 1060 1331 1102"><i>Activity #1:</i> Develop a list of ideas which can be used as a basis for contingency planning.</p> <p data-bbox="162 1134 1445 1207"><i>Activity #2:</i> Increase class size where possible by facilitating enrollment (e.g. provide additional seats) and retaining students.</p> <p data-bbox="259 1239 1331 1312"><i>Activity #3:</i> Develop an enrollment plan that addresses both an enrollment goal assuming proposition 30 passes and one assuming proposition 30 not passing.</p>	