

Monterey Peninsula College
Academic Affairs
Component Goals 2010-11
Draft

Operational Goal	Update
1.0 In collaboration with the Academic Senate, Institutional Committee on Distance Education, Dean of Technology and Media Services, and other constituents, ensure that distance education faculty receive technological and pedagogical support.	
<i>Institutional Goal: # 1 Promote academic excellence and student success.</i> <i>Objective 1.3: Develop and prioritize the implementation of an online learning strategic plan that includes institutional support, protocols, and assessment of instruction.</i>	
Objective	
1.1 Support the work of the Institutional Committee on Distance Education in the writing of the specific response to the Accreditation recommendations.	
Activity	
1. Form Institutional Committee on Distance Education, develop timeline with objectives, schedule and organize meetings. 2. The Institutional Committee on Distance Education will develop recommendations.	1. Complete 2. In progress
Objective	
1.2 Facilitate the work of the Institutional Committee on Distance Education in collaboration with the Curriculum Advisory Committee, the IT department and faculty in the implementation of distance education protocols and procedures, and with the CTA in developing discussion points for negotiation.	
Activity	
1. Work with the Curriculum Advisory Committee in reviewing the distance education form and the accompanying process for approving online and hybrid courses.	In progress
Operational Goal	Update
2.0 Promote the free flow of accurate communication as well as the adoption of programmatic policies that enhance student success, retention and persistence.	
<i>Institutional Goal: #1 Promote academic excellence and student success.</i> <i>Objective 1.2: Improve student experiences by supporting the quality of instruction and service delivery...</i>	
Objective	
2.1 In collaboration with Student Services and the Public Information Office, ensure that public documents such as the Schedule of Classes and the College Catalog provide clear and accurate information to current and prospective students.	
Activity	
1. Develop and review the content of the class schedule and college catalog for the coming year.	Done

Objective		
2.2	Working with Division Chairs, Deans, and Student Services develop class schedules that provide students with the classes they need at the times and days they need and to maximize efficient use of facilities and access for students.	
Activity		
1.	Continue to examine and unpack the schedule of classes to assure that classes are distributed to efficiently use facilities and are accessible to students at the times needed.	On-going
Operational Goal		Update
3.0	In collaboration with the Academic Senate, Division Chairs and other constituent groups, continue to review and update Board policies pertaining to Academic Affairs	
<i>Institutional Goal: #1 Promote academic excellence and student success.</i>		
Objective		
3.1	Continue to review Board policies pertinent to Academic Affairs for possible revision.	
Activity		
1.	Set up a schedule for the review of board policies in the academic affairs area and review them in priority order.	Done
Operational Goal		Update
4.0	With the collaboration of Administrative Services, Student Services, Division Chairs, the MPC Education Center Project Team and other constituents, continue the development and implementation of a transitional and long-range plan leading to the construction and occupancy of the MPC Education Center at Marina.	
<i>Institutional Goal: #5 Provide educational programs and services in Seaside and Marina that meet community needs.</i>		
<i>Objective 5.1 Based on an assessment and analysis of community needs and district resources, develop class and services delivery.</i>		
<i>Objective 5.2 Provide essential support services to enable student success at the Marina Education Center and the Seaside Public Safety Center.</i>		
Objective		
4.1	Coordinate schedule development to achieve desired program development and expansion based on community needs assessment and faculty feedback through Division Chairs.	
Activity		
1.	Division chairs and deans shall work together to develop class schedules for the Marina Education Center that will enable the college to meet the goal of generating the 500 FTES needs for complete center status.	1. Done
2.	Promote collaboration among Division Chairs and between Division Chairs and Counseling to coordinate class schedule options to meet Marina student's needs.	2. Done

Objective		
4.2	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.	
Activity		
1.	Deans and staff from Academic Affairs and Student Services will work together to schedule support services at the Marina Education Center in preparation for the opening of the permanent center in fall 2011.	On-going
Objective		
4.1	Contribute to the budget development process for 2011-12 Education Center budget to ensure adequate resources for scheduled classes and operations.	
Activity		
1.	Seek input from faculty and staff from program areas scheduled to offer Marina classes regarding equipment and supplies needed to provide instruction at the Education Center.	1. Done
2.	Meet with vendors and research options available to meet instructional needs in the permanent facility.	2. In progress
Operational Goal		Update
5.0	Support the efforts of the Basic Skills Task Force in developing and implementing recommendations related to the coordination of the various learning centers which serve basic skills students.	
	<i>Institutional Goal: #1 Promote academic excellence and student success.</i>	
	<i>Objectives 1.2: Improve student experiences by supporting the quality of instruction and service delivery through</i>	
	<i>a. creating a framework for faculty and staff to learn, share ideas, engage in dialog and collaborate.</i>	
	<i>b. promoting efforts to evaluate and improve the level of functionality, integration, and articulation of and between our many programs.</i>	
Objective		
5.1	In concert with Student Services, developmental program representatives, and other constituents, the Basic Skills Task Force will conduct an assessment and make specific recommendations to improve the coordination of learning centers' services.	
Activity		
1.	Form a Basic Skills Task Force and provide administrative support to develop a timeline with objectives, schedule and organize meetings.	1. Done
2.	Draft a written report including recommendations and disseminate through the shared governance process.	2. In progress
Operational Goal		Update
6.0	In collaboration with the Division Chairs and the Curriculum Advisory Committee and with the support of the Academic Senate, review, and revise when appropriate, the curriculum and curriculum approval process	

to implement new programs based on the SB 1440 Transfer Degree model.		
<i>Institutional Goal: #1 Promote academic excellence and student success. Objectives1.1 Investigate ways to articulate “student success” that represents the diverse range of our students’ goals, and retains strong academic integrity and high academic standards.</i>		
Objective		
6.1	In collaboration with Faculty, Division Chairs, the Curriculum Advisory Committee and the support of the Academic Senate, implement new curriculum development and according to the guidelines for the new SB 1440 Transfer Degrees.	
Activity		
	<ol style="list-style-type: none"> 1. Communicate with faculty the new transfer curriculum that has been developed for them to review and implement into new associate degrees for transfer. 2. Work with the Curriculum Advisory Committee to review and approve these transfer degrees in the quickest and most efficient manner so that at least two programs will be in place by the fall 2011 term. 3. Provide updates for AAAG on the status of MPC’s efforts to approve the new Transfer Associate Degrees. 	<ol style="list-style-type: none"> 1. Done 2. In progress 3. On-going
Objective		
6.2	In collaboration with the Curriculum Advisory Committee and IT staff, 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.	
Activity		
	<ol style="list-style-type: none"> 1. Provide additional training and assistance to faculty in the use of CurricUNET for the approval of new programs. 2. Provide AAAG with regular information on curriculum development issues related to inputting courses and programs into CurricUNET. 	<ol style="list-style-type: none"> 1. On-going 2. On-going
Operational Goal		Update
7.0	In collaboration with the Academic Senate, support the efforts to link student learning outcomes with program review, planning, and resource allocation.	
<i>Institutional Goal: #1 Promote academic excellence and student success. Objectives1.1 Investigate ways to articulate “student success” that represents the diverse range of our students’ goals, and retains strong academic integrity and high academic standards.</i>		
Activity		
	<ol style="list-style-type: none"> 1. Ensure that the Program Reflections from each program are included in their Program Review Annual Report. 	On-going
	<ol style="list-style-type: none"> 2. Engage in dialog with the members of AAAG about the effectiveness of the Program Reflections – Program Review Annual Report in an effort to share what kind of conversations have been most useful and to encourage the use of Program Reflections for purposes most useful to individual programs. 	In Progress