

Diablo Valley College  
Committee Self Evaluation Form

<b>Committee Name: Institutional Planning Committee</b>	
<b>For Academic Year: 2011-12</b>	<b>Date of Self Evaluation: 4-25-2012</b>
<b>Average Attendance</b>	
<b>Major Committee Accomplishments &amp; Achievements in Past Year</b>	<ul style="list-style-type: none"> <li>• Initiated a campus wide inclusive process for developing a new strategic plan</li> <li>• Developed a rubric for assessing college wide plans in the interim period prior to developing a new strategic plan</li> <li>• Developed an interim process for adopting a new college wide plan</li> <li>• Reviewed and recommended approval to College Council of the Workforce Development Plan</li> <li>• Reviewed the charge of IPC and IEC and recommended the merging of the two committees</li> <li>• We started a dialogue with the SEC about the development of the SE plan</li> <li>• Done an analysis of all mandated college plans and determined the statutory requirements for those plans.</li> </ul>
<b>Major Obstacles/Problems With Committee Function</b>	<ul style="list-style-type: none"> <li>• Lack of administrative support for a big part of the year- but now we have Carol and we love her.</li> <li>• Difficulty in securing quorum</li> <li>• Insufficient coordinated communication with other governance committees</li> <li>• Both external and internal perception of the relevance of IPC</li> </ul>
<b>Recommended Changes to Committee Charge</b>	<ul style="list-style-type: none"> <li>• The revised IPC charge submitted to CC in 9/11 awaits adoption.</li> </ul>
<b>Recommendations for Improving Committee Process/Efficiency</b>	<ul style="list-style-type: none"> <li>• Get clarification regarding IPC's role in accreditation</li> <li>• Improve adherence to agenda items</li> </ul>
<b>Recommended Changes In Size and Membership</b>	<ul style="list-style-type: none"> <li>• The revised IPC membership submitted to CC in 9/11 awaits adoption.</li> <li>• The college representative to district research and planning</li> <li>• Membership reflecting broad understanding of college wide functions at a global level</li> <li>• Members appointed due to their role in developing college wide plans</li> </ul>
<b>Tentative Committee Goals Coming Year</b>	<ul style="list-style-type: none"> <li>• Phase 1 Strategic Planning Process (Fall 2012)</li> <li>• Continue work on Strategic Plan (Spring 2013)</li> <li>• Evaluate any College wide plans using the Interim Rubric and Process</li> <li>• Engage in accreditation process</li> <li>• Improve attendance of members</li> <li>• Determine a process for plan oversight</li> </ul>



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<b>If your committee oversees a college wide plan, please respond below:</b>	
Name of Plan(s)	<ul style="list-style-type: none"> <li>Strategic Plan</li> <li>Educational Master Plan</li> </ul>
Progress Made Toward Each of the Plan's Goals (Be specific regarding annual benchmarks to date)	<p>STRATEGIC PLAN</p> <ul style="list-style-type: none"> <li>Established a campus wide inclusive process for developing a new strategic plan</li> <li>Created a pre-planning strategic plan steering committee</li> <li>Process to be established by end of Fall 2012</li> </ul> <p>EDUCATIONAL MASTER PLAN</p> <ul style="list-style-type: none"> <li>The plan does not have any benchmarks</li> </ul>
Changes or Updates (if any) Made to the Plan	<ul style="list-style-type: none"> <li>[Change #1]</li> <li>[Change #2]</li> <li>[Change #3]</li> <li>[Change #4]</li> </ul>

Chair/Co-Chair Signature: \_\_\_\_\_

Chair/Co-Chair Signature: \_\_\_\_\_

Chair/Co-Chair Name:           **Despina Prapavess**          

Chair/Co-Chair Name:           **Emily Stone**