

Diablo Valley College Committee Self Evaluation Form

Committee Name: Institutional Planning Committee	
For Academic Year: 2013-2014	Date of Self Evaluation: May 14, 2014
<p style="text-align: center;">Major Committee Accomplishments & Achievements in Past Year</p>	<ul style="list-style-type: none"> IPC finalized Close Out Report of 2006-2011 & 2011-2013 Strategic Plan (SP) documents. IPC identified accomplishments, and strategic directions to continue in new plan. The summary report was accepted by College Council (CC) on January 27, 2014, and subsequently accepted by President. Reviewed and approved new 2013-2017 SP after college-wide input, forwarded plan to CC for approval. Final approved by CC February 24, 2014. Reviewed and accepted by District Governing Board April 23, 2014. Examined alignment of Plan Template with new SP goals; Template is being modified to be consistent with new SP and to guide new plan development that reflects SP Directive and goals. Supported and educated committees working on new plan development on using the Plan Template. Reviewed draft Technology Plan (Tech plan), Developmental Education Plan (Dev Ed plan), Professional Development plan (PD plan). Developed a Plan Validation tool and tested it with the PD plan, Tech plan and Dev Ed plan. Finalized Validation tool will be forwarded to CC Fall 2014 for discussion/adoption. Evaluated several plans using new validation process: Recommendations sent to PD committee; Tech and Dev Ed plans recommendations to come in Fall 2014. Began to review plans in progress to determine best approach to evaluate their progress and engaged with committees responsible for those plans—WF Dev plan and Facilities. Developed draft Plan Assessment tool to use to monitor plans progress and impact on SP goals. Beginning of testing phase, expect to finalize Fall 2014 and to send to CC for discussion/adoption. Began evaluation of Facilities Plan, work will continue in Fall 2014. Continued to build planning expertise on IPC
<p style="text-align: center;">Major Obstacles/Problems With Committee Function</p>	<ul style="list-style-type: none"> IPC role as relates to college wide plans and program reviews in integrated planning needs strengthening. This work underway as college revises DVC Procedure 1010.01. Continuing to build planning and evaluative expertise, slow but steady progress. Challenge to develop planning tools (Template, Validation and Assessment) simultaneous with the College writing a new SP and new plans.

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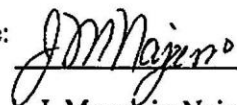
<p style="text-align: center;">Tentative Committee Goals Coming Year</p>	<ul style="list-style-type: none"> Modify the Planning Guidelines and Plan Template based on feedback from IPC committee and other user committees (CC, IT committee, etc), and ensure aligned with current SP language. Finalize Validating and Assessment Tools for college wide plans, and bring to CC for discussion/approved. Draft a process for college wide plan's reporting to IPC for assessment, so IPC can inform CC about plans progress, including the new SP. Create Calendar for validation and assessment of plans, linked to PR cycle and IC ranking. Evaluate Facilities Master Plan to assess plan's accomplishment. Charge a task force to develop a new Facilities Master Plan. Plan training(s) for IPC members (i.e ARA, NAASPA, RP Group, or District Research) particularly in the area of plan evaluation. Work with CC and governance leaders to modify integrated planning procedure 1010.01.
<p style="text-align: center;">General Recommendations for Change, if any</p>	<ul style="list-style-type: none"> Continue dialog with CC and other governance committees to ensure IPC charge and functions aligned with college governance needs. Continue to work as a college to ensure plans and program reviews are integrated, and useful in our decision-making processes. Review charge and function to indicate responsibility for Facilities plan.
<p>If your committee oversees a college wide plan, please respond below:</p>	
<p style="text-align: center;">Name of Plan(s)</p>	<ul style="list-style-type: none"> Strategic Plan Facilities Master Plan
<p style="text-align: center;">Progress Made Toward Each of the Plan's Goals (Be specific regarding annual benchmarks to date)</p>	<ul style="list-style-type: none"> SP: old SP work completed; new SP developed. Next year SP evaluation will begin. Facilities plan to be evaluated 2014-2015
<p style="text-align: center;">Changes or Updates (if any) Made to the Plan</p>	<ul style="list-style-type: none"> SP: Cross constituent work group will form 2014-15 to establish benchmarks, targets and measurable outcome to monitor SP progress. Facilities: Work will begin to develop an updated Facilities plan.

Chair/Co-Chair Signature _____

Chair/Co-Chair Signature: _____

Chair/Co-Chair Name: Tish Young

Chair/Co-Chair Name: _____



J. Mauricio Najarro