

Reported to IPEC on 10/11/18

Planning Priority Report to IPEC for 2017-19

Establish regular and ongoing processes to implement best practices to meet ACCJC standards.

Solutions/Steps	Stakeholders	Review	Done
1. Build a Standards Integration document for committees and offices that identifies the connection between the Standards and their work	Campus community Committee Chairs and members specifically	yes	Done
<ul style="list-style-type: none"> • An integration document was built for all of the ACCJC Standards and where they connect to our institutional work • A second document was built for just the mid-term report for the (cross-walked new) ACCJC Standards and the Team Recommendations to Improve Effectiveness and the ISER Improvement Plans 			
2. Draft a plan for the roll-out of the work and implement a minimum of the first phase and collect feedback	Identified committees and offices for the Mid-Term Report	Yes	Done
<ul style="list-style-type: none"> • The first phase of the roll-out are those Committees with Mid-Term Report topics related to Standards. (When presenting all Standards for those select committees, it was too much content and so we moved to just those Standards related to the Improvement Plans.) 			
2A. All Standards to be distributed to the campus committees and offices			
10. Plan the timeline and recruit the Expanded Steering Committee for the Mid-Term Report; seek approval	College Council	Yes	Done
<ul style="list-style-type: none"> • Prepared and to be presented at College Council for approval on April 26, 2018 (Approved.) 			
11. Work with Chabot College and District leadership on the Standards that include District aspects of accreditation	District leadership Chabot College VPs	Yes	In progress
<ul style="list-style-type: none"> • There was a first meeting with District leadership and the colleges' ACCJC leads; then a new lead stepped in at the District 11A. Review and incorporate District responses into the Mid-Term Report			
SUMMARY: This list was presented to IPEC the fall of 2017; 4 of the 11 activities (those listed above) are fully in motion and will be completed by the close of 2018-19. Additional activities to those started in fall of 2018 are identified with A., B., C. We will continue to work on these activities.			

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3. Train Committees and office staff on the requirements and the reporting of the Standards	Every committee and office receiving Standards as primary or secondary	partial	No
<ul style="list-style-type: none"> • 3A. Collect feedback from each Standard “owner”, review and adjust list 3B. Publish a final list of primary/secondary Standard “owners” 3C. Train committees and office staff on evidence types, use for reports, and document storage			
4. Establish standardized regular processes, modes, and locations for collecting and storing evidence	Institutional Research, TLC, Webmaster	yes	begun
<ul style="list-style-type: none"> • Evaluation of software is being done for document storage; happening at the District level; moving slowly (Standard process for collecting evidence is happening for the short-run for the Mid-Term Report.) 4A. Develop written procedures and yearly timeline for committees/offices for reference use.			
5. Familiarize the campus with the new streamlined language of the Standards and report out on work.	Campus Community	yes	Yes, and ongoing
<ul style="list-style-type: none"> • Introduced new ACCJC Standards language at College Day and reviewed at Town Meeting • Reporting out is an ongoing task 			
6. Adjust the charge of committees to accommodate the work toward meeting and exceeding the ACCJC Standards as identified in the chart and move through the change-approval process	Chairs	partial	Early stages
<ul style="list-style-type: none"> • SLO Committee, Curriculum Committee and College Council are considering new language • New language is being considered for the Guidelines in the Shared Governance Handbook 			