College Recommendation 1:

In order to meet the Standards, the team recommends that the college, through its governance and decision making structure, develop and publish a process to review its mission and program review, institutional planning, student learning assessment, and resource allocation processes on a regular basis and revise as necessary.

**Berkeley City College Education Master Plan –**

**College-Wide Overarching and Integrated Plan**

**Process Assessment**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Planning Process\*** | **Process Assessment** | | | **If Agree, Evidence** | **If Disagree, Impeding Factors** | **Suggestions for Continuous Improvement** |
|  | **Strongly Agree** | **Agree** | **Disagree** |  |  |  |
| 1. **Conceptualization and Visioning** |  |  |  |  |  |  |
| BCC began to update its EMP in August 2014 |  |  |  | Meeting agendas, minutes, and supporting documents posted online |  |  |
| Through discussions and general consensus building, BCC updates its Mission statement |  |  |  | Meeting agendas, minutes, and supporting documents posted online |  |  |
| BCC’s integrated plans are designed to optimize Equity and Student Success |  |  |  | Meeting agendas, minutes, and supporting documents posted online |  |  |
| 1. **Participatory Processes** |  |  |  |  |  |  |
| BCC conducted a 2-day retreat in August 2014 to initiate the process with college-wide and community members attending |  |  |  |  |  |  |
| All constituent leaders or representatives serve on BCC shared governance committees |  |  |  |  |  |  |
| BCC planner(s) attend shared governance meetings to update and discuss planning progress |  |  |  |  |  |  |
| BCC emails its plan updates to all college members and collect input |  |  |  |  |  |  |
| 1. **Preliminary Plan and Alternative Development** |  |  |  |  |  |  |
| BCC develops its plans, e.g., BCCMP, Equity Plan, through a comprehensive process with alternatives |  |  |  |  |  |  |
| BCC establishes platforms of interaction, e.g., Roundtable, Education Committee, Senates, between departments and entities through its preliminary planning stage |  |  |  |  |  |  |
| BCC’s plans address needs and desired accomplishments of each of the involved constituencies |  |  |  |  |  |  |
| 1. **Analysis of Alternatives** |  |  |  |  |  |  |
| BCC develops and agrees upon primary goals for its plans |  |  |  |  |  |  |
| BCC develops methods and indicators to evaluate the effectiveness of its major plans |  |  |  |  |  |  |
| Alternative Institutional Effectiveness indicators (Progress, Equity, and Aspiration) are developed, analyzed, and discussed through shared governance |  |  |  |  |  |  |
| 1. **Plan/Policy Implementation** |  |  |  |  |  |  |
| BCC develops its plans to respond to state-wide policies, e.g., SSS, Equity |  |  |  |  |  |  |
| BCC develops and implements its plans by following PCCD Board Policies and Administrative Procedures |  |  |  |  |  |  |
| BCC has initiated plan implementations through integrated and coordinated process |  |  |  |  |  |  |
| 1. **Monitoring and Evaluation** |  |  |  |  |  |  |
| BCC identifies goal indicators to monitor progress and outcomes |  |  |  |  |  |  |
| Evaluation is built into BCC’s major plans |  |  |  |  |  |  |
| Plan goal attainment is evaluated through program review, SLO/ALO, project/program reports, and data |  |  |  |  |  |  |
|  |  |  |  |  |  |  |

\*Planning Process developed and published by [Beyond Sustainability: Developing for the Long Term](http://www.developforthelongterm.com/)