Orange Coast College ◊ 2018-19 At A Glance (Last updated 9/4/2018)

MONTH	COLLEGE COUNCIL *Strategic planning *Issue management *Consultation & collegiality	PLANNING	PROGRAM REVIEW & SLOs/AUOs	ACCREDITATION	INSTITUTIONAL RESEARCH/ EFFECTIVENESS	HIRING	BUDGET	STATE & FEDERAL REPORTS	CAMPUS-WIDE SURVEYS
July								●320 Report - Annual 2017-18 Due	
August					**INSTITUTIONAL RESEARCH** ●Compliance reports ●Faculty hiring data completion ●Set up TracDat for faculty hiring & Midterm Program Review units ●Midterm program review data				
September	●Review 2017-18 planning timeline (At A Glance) (9/4) ●Review Decision Making Document (9/18) ●Review 2018 committee self evaluation results & governance implications (9/18)	**PLANNING** **Departments/Deans** ●Revise and prioritize ARRs within department/divisions (due per wing deadlines) ●Annual planning updates completed (per wing deadlines) ●Complete ARRs (per wing deadlines) **Planning Councils** ●Prioritize ARRs across the wing (per wing deadlines) - All wings due to Institutional Effectiveness Office by 9/30 Instructional Wing ●Review IPC prioritization & determine ARRs funded through SFE/Lottery/CTE funds (9/5 or 10/3) **President's Cabinet** ●Review IPC prioritization & determine ARRs funded through SFE/Lottery/CTE funds (9/18 or 10/16)	**PROGRAM REVIEW/SLOs/AUOs** ●Midterm program review training begins (9/24) **SLOs/AUOs** **Departments** ●fall assessment begins (4th cycle) ●finish closing the loop on spring assessment (3rd cycle) ●Assess progress on 3rd cycle assessment (10/1/2018 - 3rd cycle documentation ends) **PSLOs/ISLOs** ●PSLO - Training for PSLO mapping analysis & assessment begins (9/10)	**ACCREDITATION** **2019 Self Evaluation Report** ●Campus and council/committee review of ISER ●Campus forums begin 9/13	**INSTITUTIONAL RESEARCH** ●Review student and employee surveys with Institutional Effectiveness Committee ●Review comprehensive evaluation results with Institutional Effectiveness Committee ●Pilot test ESL placement survey ●Finalize Midterm Program Review data, process materials & training materials **TracDat** ●Deploy faculty hiring process in TracDat; provide rating & analysis assistance ●Deploy Midterm Program Review in TracDat ●Develop Microsoft BI dahbaords to support Midterm Program Review ●Investigate data disaggregation & Canvas integration (ongoing 17-18)	**NEW CLASSIFIED/MGMT** ●Departments complete ARRs (per wing deadlines) ●Planning councils prioritize ARRs (per wing deadlines); due by 9/30 **FACULTY HIRING** ●Department requests submissions to division begin (9/5 - 10/5)	**BUDGET** ●Budget for current year adopted by Board of Trustees College Council	●MIS Annual: Program Awards (SP) due (9/1) ●MIS Summer: SB, SE, CB, XB, XF, SM, SD, SE, SV due (30 days after term end) ●US Department of Education Gainful Employment reporting requirements due ●US Department of Education National Postsecondary Student Aid Study details due	●Energage employee survey (8/29 - 9/14) ●REALCOLLEGE student survey (9/6 - 10/4) ●Review 2018 participatory governance committee/council self-evaluation results
October	●Discuss 2018 CCSSE Results (10/2) ●Ensure ARR prioritization progressing on timeline (wing deadline 9/30) ●Review SFE/CTE/Lottery fund recommendations from President's Cabinet (10/2 or 10/16) ●Review SLO/AUO 2nd & 3rd cycle progress (10/16) ●Review updated OCC Atlas (10/2 or 10/16)	**PLANNING** **Executive Team** ●Review Instructional Wing recommendations for SFE/Lottery/CTE funds (10/2 or 10/9) **Resource Committees** ●Review ARR requests for applicable resource area and provide feedback to President's Cabinet (10/30) **OCC EDUCATIONAL MASTER PLAN** ●Review progress towards goals, objectives & priorities ●Review OCC indicators & targets	**PROGRAM REVIEW** ●Midterm Program Review begins (10/1) **SLOs/AUOs** ●Assess progress on 3rd cycle assessment (10/1/2018 - 3rd cycle documentation ends) **PSLOs/ISLOs** ●PSLO mapping analysis completed (10/31) ●ISLO - Review ETS direct assessment results & CCSSE indirect assessment results with Institutional Effectiveness Committee; determine spring plan for continued ISLO assessment	**ACCREDITATION** **2019 Self Evaluation Report** ●Board of Trustee review of ISER draft (10/17)	**INSTITUTIONAL RESEARCH** ●National student clearinghouse tracking studies completion ●Conduct MMAP and AB705 studies ●Additonal CCSSE analysis - ISLO & Equity ●Review/finalize AUO survey ●Finalize OCC Atlas 2017-18 ●Develop OCC Master Plan progress reports by wing ●Update core indicator data ●Finalize additional PACE questions with Institutional Effectiveness Committee **TracDat** ●Provide integrated ARR list to President's Cabinet & send to resource committees ●Deploy faculty hiring process in TracDat; provide rating & analysis assistance	**FACULTY HIRING** ●Hiring requests deadline for faculty (10/5) & deans (10/11) ●IPC Subcommittee completes 1st rankings (10/22) ●Faculty hiring presentations (10/24 ●IPC Subcommittee completes 2nd rankings (10/29)		●MIS Annual: Financial Aid (SF), Student Assessment (SE) due	●PACE employee climate survey (mid October - end November) ●Food service (NACUFS) survey to employees and students (EVERY OTHER YEAR, NEXT 2019)
November	●Review Educational Master Plan progress & core indicator progress (11/6) ●Review College Budget Committee ARR funding source & amount recommendation (11/6 or 11/20) ●Review planning assumptions for annual planning update (11/20)	**PLANNING** **Executive Team** ●Integrate ARR requests & prioritize (due 11/21 - tentative) **College Budget Committee** ●Determine Funding Sources for priortized ARRs (due - date TBD) **Institutional Effectiveness Committee** ●Develop planning assumptions for annual planning updates	**PROGRAM REVIEW** ●Midterm program review continues **SLOs/AUOs - calendar in progress** ●PSLO - CSLO mapping roll out begins ●Document spring assessment results in database **PSLOs/ISLOs** ●ISLO - present ISLO to IPC/Academic Senate as needed ●PSLO - Departments integrate results into Midterm Program Review	**ACCREDITATION** **2019 Self Evaluation Report** ●Board of Trustee adoption of final ISER (11/20)	**INSTITUTIONAL RESEARCH** ●Deploy PACE employee climate survey ●Develop planning assumptions for annual planning update & discuss with Institutional Effectiveness Committee **TracDat** ●Enter integrated ARR priorities from President's Cabinet into TracDat	**NEW CLASSIFIED/MGMT** ●Executive team integrates and prioritizes classified & manager requests (by 11/21) **FACULTY HIRING** ●IPC Subcommittee discusses 2nd rankings & finalizes hiring recommendations (10/31) ●IPC recommendations sent to Academic Senate (11/7) ●IPC recommendations sent to College Council (11/21) **FACULTY HIRING** ●IPC recommendations sent to College Council (TBD)		●CCCCO Assessment Test submission deadline (11/15) ●MIS Annual: Employee Demographic and Assigment due ●MIS Fall: SB, SE, CB, XB, XF, SM, SD, SE, SV due (30 days after term end) ●MIS Fall: Employee Demographics due (30 days after term end)	●Review 2018 CCSSE Results with participatory governance committees/councils

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December	●Review IPC's faculty hiring recommendations (12/5) ●Review & endorse ARR recommendations from President's Cabinet (12/5) ●Communicate ARR decisions to campus (12/5) ●Council/committee accomplishments and goals report (12/18)		**PROGRAM REVIEW** ●Midterm Program Review deadline for Instruction (12/6) **SLOs/AUOs - calendar in progress** **Departments** ●finish fall assessment (4th cycle)	**ACCREDITATION** **2019 Self Evaluation Report** ●Mail ISER to ACCJC (12/3-12/7) ●Preparation for team visit in 2/2019	**INSTITUTIONAL RESEARCH** ●Provide integrated ARR list & prioritization to College Council		**BUDGET** College Budget Committee ●makes recommendations for one-time and ongoing funding of ARR requests	●BSI/SE/SSSP Integrated Plan due (12/15) ●SB70 Licensure Reporting due (12/31)	●Review 2018 CCSSE Results with participatory governance committees/councils
January			**PROGRAM REVIEW** ●Midterm Program Review deadline for Support Services (1/31/2019)	**ACCREDITATION** **2019 Self Evaluation Report** ●Preparation for team visit in 2/2019	**INSTITUTIONAL RESEARCH** ●Prepare data and electronic templates for Federal Gainful Employment disclosures deadline for online posting (1/31)			●320 Report - P1 2017-18 due (1/15) ●Federal Gainful Employment disclosures deadline for online posting (1/31)	
February	● Review Spring Planning Timeline/At A Glance Calendar (2/6) ●Review 2018-19 Annual Planning updates & ARR spring process/timeline (2/20 or 3/6)	**PLANNING** **Planning Councils/Departments** ● Training on Annual Planning update (program review strategies and ARRs, dates TBD)	**PROGRAM REVIEW** ●Annual planning updates for program review strategies ●Evaluation of process via comprehensive evaluation **SLOs/AUOs** **Departments** ●Spring assessment begins (Finalize 3rd cycle) ●Finish closing the loop on fall assessment ●PSLO - CSLO mapping continues **PSLOs/ISLOs** ●PSLO - evaluate PSLO mapping and assessment process ●ISLO -discuss ETS direct assessment for spring	**ACCREDITATION** **2019 SELF EVALUATION REPORT** ●Peer review team visit 2/2019	**INSTITUTIONAL RESEARCH** ●Begin TracDat trainings for Annual Planning Update ●Deploy AUO survey	●Begin hiring for positions funded by ARRs ●Begin faculty hiring of positions approved in fall	**BUDGET** ●Budget sheets dsitrbuted to managers	●CCCCO Student Success Scorecard Draft released	●Administrative Unit Outcome (AUO) campus-wide survey to employees (Exact dates TBD) ●Committee Self-Evaluation surveys sent to employees (EVERY THIRD YEAR - NEXT 2021) ●Faculty notified of requested participation in Community College Student Survey of Engagement (CCSSE) begins (in-class administration) (EVERY OTHER YEAR - NEXT 2020)
March	●Conduct College Council committee self-evaluation - gap analysis & action plan (3/6) ●Review district/campus IE reports (3/6 - tentative) ●Wing reports on Educational Master Plan progress (3/6 - 4/3) ●Review SLO/AUO 3rd cycle progress (3/21) ●Review AUO Survey Results (3/21)	**PLANNING** **Planning Councils/Departments** ●Annual Planning Updates begins 3/1/2019	**PROGRAM REVIEW** ●Annual planning updates for program review strategies ●Evaluation of process via comprehensive evaluation **SLOs/AUOs** **Departments** ●document fall assessment results in database ●Spring assessment begins (Finalize 3rd cycle) ●Finish closing the loop on fall assessment ●PSLO - CSLO mapping continues ●Discuss ISLO reports & results ●Evaluation of process via comprehensive evaluation **PSLOs/ISLOs** ●GESLO - Curriculum Committee to map ●CSLOs to GSLOs for local AS and AA PSLO - finalize PSLO assessment; prepare report	**ACCREDITATION** **2019 SELF EVALUATION REPORT** ●TBD	**INSTITUTIONAL RESEARCH - calendar in progress**		**BUDGET** ●Approved ARR allocations included in budget worksheets ●Budget worksheets due	●CCCCO Student Success Scorecard FINAL released	●Community College Student Survey of Engagement (CCSSE) begins (in-class administration) (EVERY OTHER YEAR - NEXT 2020)

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April	●Review ScoreCard data & OCC college-wide indicators (4/3) ●Comprehensive evaluation feedback from Planning Councils, Senates & Committees (4/3) ●Council/committee reporting responsibilities (4/17) ●PSLO Report (4/17)	**PLANNING** **Planning Councils/Departments** ●Annual Planning Update continues (per wing deadlines)	**PROGRAM REVIEW** ●Annual planning updates for program review strategies ●Evaluation of process via comprehensive evaluation **SLOs/AUOs - calendar in progress** ●Continue 3rd cycle SLO/AUO assessment ●PSLO - CSLO mapping & analysis continues ●Evaluation of process via comprehenisve evaluation **PSLOs/ISLOs** ●PSLO - report to IE committee, Senate, IPC, CC ●GE SLO mapping - Curriculum Committee ●ISLO - ETS Direct Assessment roll out (TBD)	**ACCREDITATION 2019 SELF EVALUATION REPORT** ●TBD	**INSTITUTIONAL RESEARCH - calendar in progress**		**BUDGET** ●Budget worksheets reviewed by VPs/fiscal	●320 Report - P2 2017-18 due (4/15) ●CCCCO Assessment Test submission deadline (11/15)	●Community College Student Survey of Engagement (CCSSE) continues (in-class administration) (EVERY OTHER YEAR - NEXT 2020)
May	●Review of council/committee Self Evaluation Action Plan and Annual goal progress (5/7) ●Review requested changes to Decision Making document (5/7) ●Council/committee accomplishments and goals report (5/21)	**PLANNING** ●Annual planning strategies updated and ARRs drafted/completed (per wing deadlines); final prioritization by planning councils 9/30/2019 **Planning Councils** ●Review of three year planning strategies update	**PROGRAM REVIEW/SLOs/AUOs** ●Finalize changes in process(es) based on comprehensive evaluation results **SLOs/AUOs** ●Assessment of 4th cycle continues **PSLOs/ISLOs** ●PSLO, ISLO, GSLO status review ●GE SLO mapping - Curriculum Committee finalizes ●ISLO - ETS Direct Assessment (TBD)	**ACCREDITATION 2019 SELF EVALUATION REPORT** ●TBD	**INSTITUTIONAL RESEARCH - calendar in progress**		**BUDGET** ●Review of wing planning with College Council		●Community College Student Survey of Engagement (CCSSE) ends (in-class administration) (EVERY OTHER YEAR - NEXT 2020)
June								●MIS Spring: SB, SE, CB, XB, XF, SM, SD, SE, SV due (30 days after term end)	