

Monterey Peninsula College

Academic Affairs 2012-2013

Operational Goal	Completion Date
<p>1.0 Working in collaboration with Division Chairs and program faculty and staff, implement strategies in alignment with the Educational Master Plan to maintain the integrity of the college's instructional program within the constraints of the current extraordinary fiscal limitations.</p> <p><i><u>Institutional Goal 1 - Promote academic excellence and student success.</u></i></p> <p><i><u>Objective 1.1 – Investigate ways to articulate student success that represent the diverse range of our student's goals, and retain strong academic integrity and high academic standards.</u></i></p>	<p>Fall 2012</p>
Objective/Activity	
<p>Objective #1: Academic Affairs will work with the Division Chairs to implement elements of the newly completed Educational Master Plan, feeding back into the planning and resource allocation process.</p> <p>Activity #1: Based upon the completed Educational Master Plan, Academic Affairs will work with the academic divisions to complete the 2013-2014 class schedules.</p> <p>Activity #2: Based upon the completed Educational Master Plan, Academic Affairs will work with the academic divisions to complete the program review annual update and action plans for 2013</p> <p>Objective #2: Academic Affairs will work with the Division Chairs to assess the effect of the budget reductions of 2012-13 in relation to their Program Review Annual updates from the previous year.</p> <p>Activity #1: AAAG will develop a summary program review document which can be used to as a basis for planning and resource allocation.</p> <p>Activity #2: Academic Affairs will work with the Division Chairs to adjust offerings in response to fluctuations in enrollment and state mandates.</p>	
Operational Goal	Completion Date
<p>2.0 In collaboration with the Academic Senate, Institutional Committee on Distance Education, Dean of Technology and Media Services, and other constituents, ensure that distance education faculty receives technological and pedagogical support.</p> <p><i><u>Institutional Goal 1 – Promote academic excellence and student success.</u></i></p> <p><i><u>Objective 1.3 – Develop and prioritize the implementation of an online learning strategic plan that includes institutional support, protocols, and assessment of instruction.</u></i></p>	<p>Ongoing</p>

Objective/Activity

Objective #1: Facilitate the efforts of the Institutional Committee on Distance Education in the area of technological and pedagogical support for distance education faculty.

Activity #1: Academic Affairs will provide support in the form of administrative support for meetings, preparing announcements, coordinating times for workshops, and assisting in the preparation of reports for the Institutional Committee on Distance Education.

Activity #2: Academic Affairs will assist in the dissemination of information to faculty regarding professional development opportunities for distance education faculty.

Operational Goal

Completion Date

3.0 With the collaboration of Administrative Services, Student Services, Division Chairs, the Dean’s Council and other constituents, continue the development and implementation of a transitional and long-range plan for the occupancy and ongoing operation of the MPC Education Center at Marina.

Ongoing

Institutional Goal 3 – Manage the rate of growth in programs and services in Seaside and Marina, subject to funding and growth conditions.

Objective 3.1 – Based on assessment and analysis of community needs and district resources, develop appropriate class schedules and programs.

Objective/Activity

Objective #1: Coordinate schedule development to achieve desired program development based on community needs assessment and faculty and student feedback through Division Chairs.

Activity #1: The Dean of Instruction will confer with Division Chairs and the Dean of Instructional Planning to develop Marina Education Center class schedules designed to continue progress toward generating the 1000 FTES needed for complete center status.

Activity #2: The Dean of Instruction will collaborate with Division Chairs and Counseling to coordinate class schedule options to meet Marina students’ needs.

Objective #2: In collaboration with Administrative and Student Services staff and other constituent groups, plan and coordinate the support services needed to complement the academic programs planned for the Center.

Activity #1: The Dean of Instruction will confer with the Dean of Student Services to coordinate the expansion of support services related to the instructional program offered at the Marina Education Center.

Operational Goal	Completion Date
<p>4.0 In collaboration with the Division Chairs and the Curriculum Advisory Committee and with the support of the Academic Senate, review, and revise when appropriate, the curriculum and curriculum approval process to implement new programs based on the SB 1440 Transfer Degree model.</p> <p><i>Institutional Goal 1 - Promote academic excellence and student success.</i></p> <p><i>Objective 1.2 – Improve student experiences by supporting the quality of instruction and service delivery through</i></p> <ul style="list-style-type: none"> <i>a. creating a framework for faculty and staff to learn, share ideas, engage in dialog and collaborate</i> <i>b. promoting efforts to analyze the effectiveness of programs and make improvements based on the results.</i> 	<p>Ongoing</p>
<p>Objective/Activity</p>	
<p>Objective #1: In collaboration with faculty, Division Chairs, the Curriculum Advisory Committee and the support of the Academic Senate, implement new curriculum development according to the guidelines for the new SB 1440 Transfer Degrees.</p> <p>Activity #1: Communicate with faculty the new transfer curriculum that has been developed for them to review and implement into new associate degrees for transfer.</p> <p>Activity #2: Work with the Curriculum Advisory Committee to review and approve these transfer degrees in the quickest and most efficient manner so that at least three more programs will be in place by the end of spring 2013 term.</p> <p>Activity #3: Provide updates for AAAG on the status of MPC’s efforts to approve the new Transfer Associate Degrees.</p> <p>Objective #2: In collaboration with the Curriculum Advisory Committee and IT staff, continue the implementation of the CurricUNET software program to automate the curriculum development and approval process and track the progress of individual course and program approvals.</p> <p>Activity #1: Provide additional training and assistance to faculty in the use of CurricUNET for the approval of new programs.</p> <p>Activity #2: Provide AAAG with regular information on curriculum development issues related to inputting courses and programs into CurricUNET.</p>	

Operational Goal	Completion Date
<p>5.0 In collaboration with the Academic Senate, support the efforts to link student learning outcomes with program review, planning, and resource allocation, in concordance with the development of the ACCJC Midterm report.</p> <p><i>Institutional Goal 1 - Promote academic excellence and student success.</i></p> <p><i>Objective 1.1 – Investigate ways to articulate student success that represent the diverse range of our student’s goals, and retain strong academic integrity and high academic standards.</i></p> <p><i>Objective 1.2 – Improve student experiences by supporting the quality of instruction and service delivery through</i></p> <ul style="list-style-type: none"> <i>a. creating a framework for faculty and staff to learn, share ideas, engage in dialog and collaborate</i> <i>b. promoting efforts to analyze the effectiveness of programs and make improvements based on the results</i> 	<p>Spring 2013</p>
Objective/Activity	
<p><i>Objective #1:</i> Ensure that the Program Reflections from each program are included in their Program Review Annual Report.</p> <p><i>Activity #1:</i> The Dean of Instructional Planning will work with Division Chairs to develop an accountability process to insure that all divisions develop Program Reflections from each department.</p> <p><i>Objective #2:</i> Ensure the effectiveness of Program Reflections in conjunction with the Program Review Annual Report in an effort to share what kind of conversations have been most useful and to encourage the use of Program Reflections for purposes most useful to individual programs.</p> <p><i>Activity #1:</i> AAAG will review the documents from the Program Review Annual Reports in conjunction with the effectiveness of program reflections.</p> <p><i>Activity #2:</i> Document the efforts to link student learning outcomes with program review, planning, and resource allocation through the development of the ACCJC Midterm report.</p> <p><i>Activity #3:</i> Document achievements on accreditation recommendations through the development of ACCJC Midterm Report.</p>	

Operational Goal	Completion Date
<p>6.0 In collaboration with faculty, the community, and other constituents, continue the development and expansion of a continuing education program.</p> <p><i><u>Institutional Goal 1 - Promote academic excellence and student success.</u></i></p> <p><i><u>Institutional Goal 2 – Build MPC into an economic driving force for the Monterey area by supporting and developing programs that teach employable skills.</u></i></p>	<p>Fall 2012</p>
Objective/Activity	
<p><i>Objective #1:</i> Encourage community involvement to the extent possible to inform program development and enhance MPC’s opportunities to participate in local, regional and other relevant activities.</p> <p><i>Activity #1:</i> The Dean of Instruction will work with faculty and other constituents to establish an advisory committee for continuing education.</p> <p><i>Objective #2:</i> Respond as appropriate to inquiries from business and industry, government and other outside organizations and develop opportunities for contract training and grant-funded workforce development.</p> <p><i>Activity #1:</i> The Dean of Instruction will work with faculty and other constituents to seek opportunities to provide training for outside organizations via contracts and grant-funded programs</p>	