

Presidents' Council Planning Template 2009-10			
IDEAL STATE: Each CCC staff member effectively communicates the college's values, goals and activities and appropriately involves colleagues and students to solve problems, make decisions and resolve conflicts. Individual staff and students participate in the decision-making process as integral members of the college community.			
IA 5	Align and implement coordinated strategic planning and budgeting processes through clarifying decision-making processes and strengthening communication networks.		
College-Wide Targeted Tasks <ul style="list-style-type: none"> ▪ Define and establish a Knowledge Network Model with an institutional research component. ▪ Develop and disseminate clear information that explains and strengthens communication and decision-making processes. ▪ Develop and institute regular feedback on effective governance and communication that includes the climate survey. ▪ Align strategic planning and budgeting processes. ▪ Ensure broad-based participation on college committees and regular communication and report-outs between committee representative and department and division colleagues. 			
Status	Division/Department/Program Tasks in support of Targeted Tasks	Progress Indicators—How we know we are on track:	2009-10 Division/Department/Program Outcome Measures -On July 30, 2010 we will have achieved:
	<p><i>Clarify the decision-making process</i> Communicate to staff the Policy & Administrative regulation process, tracking and responsibilities.</p> <p>Assign responsible board/administrative personnel to each Policy and AR.</p> <ul style="list-style-type: none"> ▪ Board Sub-Committee for Policy Review established. ▪ Establish work plan schedule for Policy review. <p>Develop and institute regular feedback on effective governance and communication that includes the climate survey.</p>	<p>Policy & Administrative Regulations: Expand, revise, or affirm existing documentation of decision-making processes.</p> <p>Presidents' Council Publish policy and administrative regulation process</p> <p>First Board policy priority for review/development March 1</p> <p>Accreditation Involvement-Standard 1. Begin the identification of Core Themes for Accreditation Standard 1.</p> <p>Identify timeliness targets of highlights or minutes.</p>	<p>100% of policies and ARs have a designated lead(s).</p> <p>Established tracking process for Policy and AR review, revision or needs for development.</p> <p>Core Themes and measurements identified.</p> <p>Clarify what and how board, council and committee information is disseminated.</p> <p>Select 2 measurements and pilot.</p> <p>Committee memberships requirements are 95% identified. Committee Memberships are 80% filled.</p> <p>Calendar for student forums established and communicated.</p>

	<p>Ensure broad-based participation on college committees and regular communication and report-outs between committee representative and department and division colleagues.</p> <p><i>Tie to IA 2 Strengthen Communication networks</i></p>	<p>Presidents' Council to review College Committees and committee service and develop a recruitment, balance and consistency in reporting responsibilities to ensure cross college representation as appropriate.</p> <p>Develop mechanisms for encouraging and measuring broad-based participation in committees and regular communication from committee representatives.</p> <p>Survey(s) and other mechanisms for measuring effective governance and communication identified.</p> <p>College committee recruitment occurs for 10-11 service.</p> <p>General study body two times per term a student forum where direct access to the College President and/or Executive staff is made available.</p>	
		<p>Data Source Presidents' Council Minutes Board of Education Minutes College Internal Communications Staff - 2011 Climate Survey – Report in January 2012 Student Feedback, CCSSE, SENSE</p>	<p>Contact: Joanne Truesdell, President</p>

Presidents' Council Planning Template 2010-11			
<p>Each CCC staff member effectively communicates the college's values, goals and activities and appropriately involves colleagues and students to solve problems, make decisions and resolve conflicts. Individual staff and students participate in the decision-making process as integral members of the college community.</p>			
IA 5	<p>Align and implement coordinated strategic planning and budgeting processes through <i>clarifying decision-making processes and strengthening communication networks.</i></p>		
<p>College-Wide Targeted Tasks</p> <ul style="list-style-type: none"> ▪ Define and establish a Knowledge Network Model with an institutional research component. ▪ Develop and disseminate clear information that explains and strengthens communication and decision-making processes. ▪ Develop and institute regular feedback on effective governance and communication that includes the climate survey. ▪ Align strategic planning and budgeting processes. ▪ Ensure broad-based participation on college committees and regular communication and report-outs between committee representative and department and division colleagues. 			
Status	Division/Department/Program Tasks in support of Targeted Tasks	Progress Indicators—How we know we are on track:	2010-11 Division/Department/Program Outcome Measures -On July 30, 2011 we will have achieved:
	<ul style="list-style-type: none"> ▪ <i>Clarify the decision-making process</i> ▪ Develop and institute regular feedback on effective governance and communication that includes the climate survey. ▪ Ensure broad-based participation on college committees and regular communication and report-outs between committee representative and department and division colleagues. <p><i>Tie to IA 5 Align Strategic Planning and Budgeting Processes –</i></p>	<p>Establish measurement methods to assess:</p> <ul style="list-style-type: none"> ▪ improvement over current standing on ease of access to information and ability to influence college-wide decisions. ▪ staff involvement in accomplishing institutional activities. ▪ staff knowledge to identify and explain decisions that are significant to them. <p>Committee times are scheduled to ensure student participation.</p>	<p>90% of divisions report receiving regular updates from their division representatives.</p> <p>Student representatives have 90% attendance rate and participation on committees.</p> <p>25% of staff accessed the communication channels "workshop". 90% of those have taken the quiz.</p> <p>Climate survey ratings show a 25% improvement over current standing on ease of access to information and ability to influence college-wide decisions.</p> <p>At least 80% of staff agree or strongly agree that they understand how to get involved. At least 80% of staff know about and can explain decisions that are significant to them.</p>

	<p><i>Tie to IA 2 Strengthen Communication networks</i></p>	<p>Use learning management system to teach communication channels and use a self directed check for understanding.</p> <p>(similar to how our sexual harassment training and FERPA is set up) Count number of staff accessing the learning Use myClackamas (student & staff) in both audio and written formats to convey information and decisions.</p> <p>Use my Clackamas (students & staff) in both audio and written formats to gain feedback and solicit input.</p> <p>Climate Survey constructed for October 2011 administration.</p>	<p>95% (at least) of staff are involved in decision making and accomplishing institutional activities.</p> <p>myClackamas shows a 65% useage rate when gaining feedback from students on key areas important to access, retention and success.</p>
		<p>Data Source Presidents' Council Minutes Board of Education Minutes College Internal Communications Staff - 2011 Climate Survey – Report in January 2012 Student Feedback, CCSSE, SENSE</p>	<p>Contact: Joanne Truesdell, President</p>