

APPENDIX 1

Educational Master Planning Process and Timeline: President's Cabinet Document Dated 8/7/06

SAN DIEGO MESA COLLEGE
Approved by Cabinet: 9 May 2006
Revised: August 7, 2006
EDUCATIONAL MASTER PLANNING

Two accreditation recommendations speak to the need for educational master planning: one for the college and the second for the district. Moreover, in the accreditation report concern was expressed about the lack of an educational master plan to guide the college and by which the college could measure its progress.

Accreditation Recommendations

The college should implement a more fully integrated process for planning and resource allocation, grounded in data from program reviews (which should include data on student learning outcomes) and student learning outcomes assessment. This process and its outcomes should be widely communicated. The college should evaluate the process regularly to assist its impact on institutional effectiveness.

In order to coordinate and assist the master planning efforts already established at the colleges, the district should continue its work to formulate an overall strategic plan that will provide a vision for the future development of the district, based on extensive dialogue among faculty and staff, students, college and district leaders, board members, and the community.

Process for the Development of an Educational Master Plan

The Mesa Educational Master Planning Committee, established in May 2005, had a membership essentially that of the President's Cabinet. Their role is to review and to provide guidance for the master plan, and, ultimately, to approve the plan

A Working Sub-Committee was established by the President's Cabinet to create the master plan. The membership includes some members of the Cabinet, other individuals, and consultants as needed. The membership is:

Chair (1)	Liz Armstrong, Vice President, Instruction
Administration (3)	Saeid Eidgahy (instruction) Joi Lin Blake (student services) Bill Craft (campuswide technology & learning resources)
Faculty (4)	Carl Luna, President, Academic Senate Terrie Teegarden, Vice President/President-elect, Academic Senate Ailene Crakes, Co-Chair, Academic Affairs Georgia Laris, Chair, Chairs Committee
Classified (2)	Joyce Skaryak, President, Classified Senate Penny Hedgecoth, Vice President, Classified Senate
Students (2)	TBA
Consultants	As needed

Consultants include campus individuals who are charged with a specific planning activity or responsibility and chairs of established committee. They include chairs of the research committee, program review committees, IT committee, etc.

Timeline

The timeline for the development of the Mesa Educational Master Plan is September 2006 through the end of February 2007.

Meetings will be held on Tuesdays at 2 pm in A102. except for November 28 when the meeting will be 4:00—5:30 pm, following President's Cabinet.

Section numbers refer to numbers in the draft Outline for the Educational Master Plan.

Meeting Schedule

September 19, 2006	<u>First Meeting</u> Review timeline and meeting dates Review Outline Review draft of Sections 3, 4 & 5
October 3, 2006	<u>Second Meeting</u> Review Revisions to Sections 3, 4 & 5 Review draft of Sections 6, 7 & 8
October 17, 2006	Present Mesa's Strategic Planning Directions (Section 5) to President's Cabinet
October 24, 2006	<u>Third Meeting</u> Review revisions to Sections 6, 7 & 8 Review draft of Section 8 i), ii), iii) and iv) (1)
November 14, 2006	<u>Fourth Meeting</u> Review revisions to Sections 8 i), ii), iii) and iv) (1) Review draft of Sections 8 iv) (2), and v).
November 28, 2006 (4:00—5:30 pm)	<u>Fifth Meeting</u> Review revisions to Sections 8 iv) (2), and v). Review draft of Sections 8 vi), vii, and 9.
December 12, 2006	<u>Sixth Meeting</u> Review Revisions to Sections 8 vi), vii, and 9. Review draft of entire document.
February 13, 2007	Cabinet Review of Draft
February 20, 2007	<u>Seventh Meeting</u> Final Revision
March 13, 2007	<u>Approval by Cabinet</u>