Evergreen Valley
College

Evaluation of Planning Processes
2016

Mission

With equity, opportunity and social justice as our guiding principles, Evergreen Valley College's mission is to empower and prepare students from diverse backgrounds to succeed academically and to be civically responsible global citizens.

We meet our mission through a wide spectrum of educational experiences, flexible methodologies, and support services for our students. We offer associate degrees, associate degreesfor transfer, certificates, career technical education, transfer coursework, and basic skills education.

Strategic Initiatives

Student-Centered: We provide access to quality and efficient programs and services to ensure student success. Areas of focus are:
o   Access
o   Curriculum and Programs
o   Services

Community Engagement: We will transform the college image and enhance partnerships with community, business and educational institutions. Areas of focus are:
o   Increase Visibility
o   Develop Strategic Partnerships
o   Building Campus Community

Organizational Transformation: We create a trusting environment where everyone is valued and empowered. Areas of focus are:
o   Student Access: Completion of Educational Goals
o   Employee Development
o   Transparent Infrastructure

General Education/Institutional Learning Outcomes (ILOs)

Communication
The student will demonstrate effective communication, appropriate to the audience and purpose.

Inquiry and Reasoning
The student will critically evaluate information to interpret ideas and solve problems.

Information Competency
The student will utilize information from a variety of sources to make an informed decision and take action.

Social Responsibility
The student will demonstrate effective interpersonal skills with people of diverse backgrounds and effectively function in group decision making.

Personal Development
The student will demonstrate growth and self-management to promote life-long learning and personal well-being

Introduction

In March and April 2016, Evergreen Valley College assessed its planning processes to engage in a broad based, systematic evaluation of its integrated planning efforts. (Standard I.B.8, I.B.9) This report communicates the results of the assessment and evaluation activities so that there is a shared understanding about the strengths and areas of improvement and thus set appropriate priorities. (Standard I.B.8)

A survey was administered to the members of all the college governance committees and the College Council. Respondents were allowed to answer for all committees or council upon which they serve. Figure 1 displays the number of respondents and committee and council membership.

Respondents to the 2016 Integrated Planning Survey
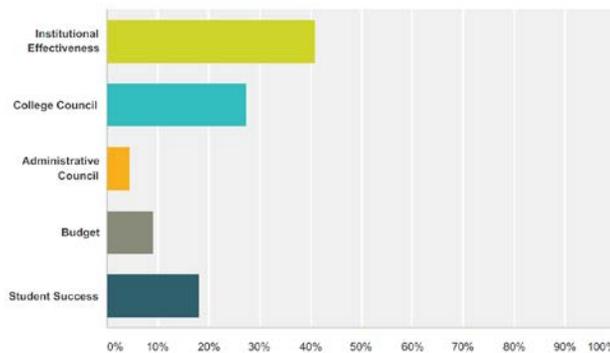
Answer Choices	Responses	
Institutional Effectiveness	40.91%	9
College Council	27.27%	6
Administrative Council	4.55%	1
Budget	9.09%	2
Student Success	18.18%	4
Total		22

**Figure 1. Survey Respondents by Membership**

Five areas of planning were investigated in the survey: 1) Membership Size and Balance, 2) Training and Support, 3) Efficiency, 4) Decision-Making and 5) Communication. A final open ended question was added to permit free response from the members on issues presented in the survey questions as well as issues that the members felt were relevant for consideration.

Membership Size and Balance

The majority of the respondents agreed or strongly agreed that the size (15/22) and participation (15/22) were effective to meeting the charge of the committee. One open ended response did indicate that College Council might be too large.

Q2 The number of members is effective to the meet the charge of the committee/council.
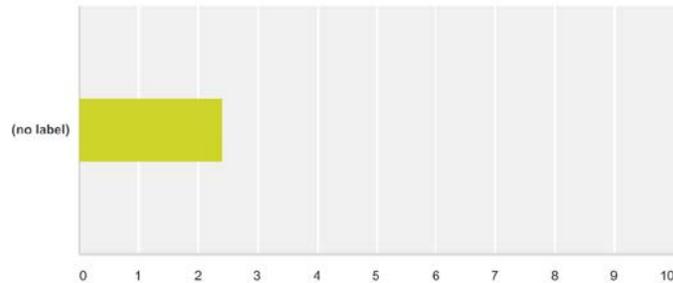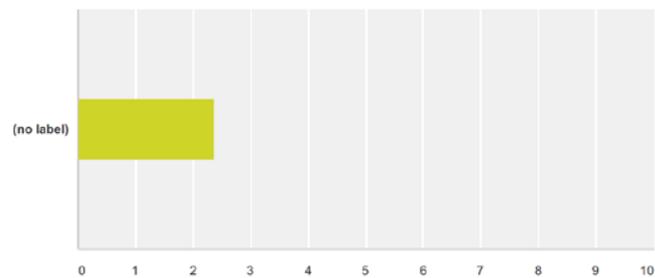
Answered: 22   Skipped: 0

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
22.73%	45.45%	9.09%	13.64%	9.09%		
5	10	2	3	2	22	2.41

Q3 Participation on this committee/council in terms of balance (faculty, staff, administrators, and students) is effective to meeting the charge of the committee/council.
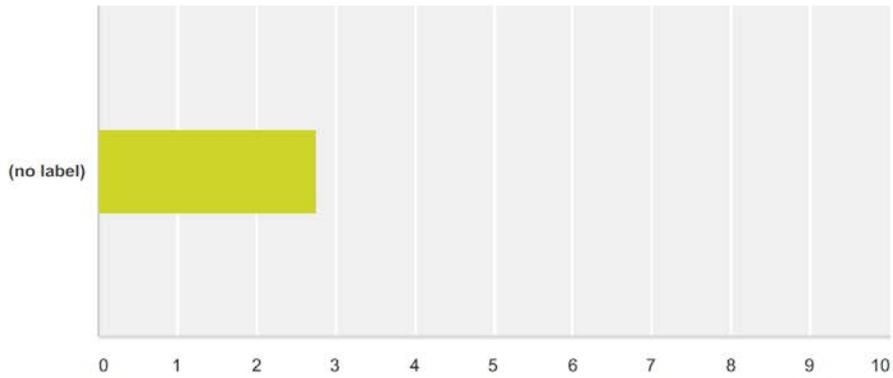
Answered: 22   Skipped: 0

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
22.73%	45.45%	9.09%	18.18%	4.55%		
5	10	2	4	1	22	2.36

Training and Support

The majority of members disagreed or were neutral (13/21) about the helpfulness of the training in the performance of committee/council work. Two open ended responses indicated that the member received no training or that increased training for members was needed.

Q4 The training that I received for working on this committee/council was helpful to me in the performance of my duties on this committee.
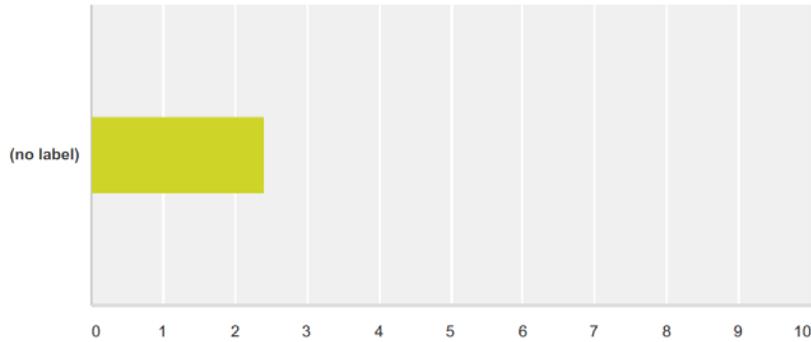
Answered: 21   Skipped: 1

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
4.76%	33.33%	42.86%	19.05%	0.00%		
1	7	9	4	0	21	2.76

Efficiency

The majority of members agreed or strongly agreed (13/20) that the number and duration of meetings was effective to meet the committee/council's charge. A majority of the members were neutral or disagreed (11/20) that the distribution of the workload was effective. Three open ended responses indicated that while the size and composition of the committees/council were effective, the work load was too much given other work demands.

Q7 The number and duration of the meetings on this committee effectively support the charge of the committee/council.
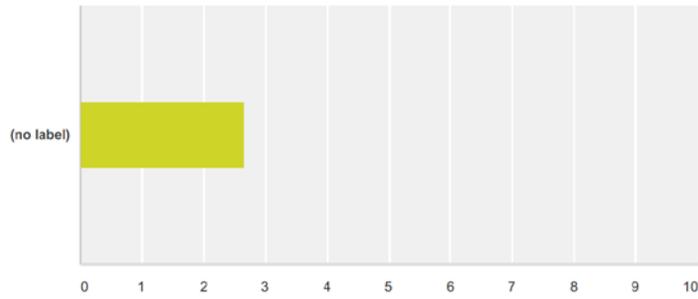
Answered: 20   Skipped: 2

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
15.00%	50.00%	20.00%	10.00%	5.00%		
3	10	4	2	1	20	2.40

## Q5 Effective measures are utilized to distribute the workload with respect to all committee/council members.

Answered: 20   Skipped: 2

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
5.00%	40.00%	40.00%	15.00%	0.00%		
1	8	8	3	0	20	2.65

Q6 Effective measures are utilized to distribute the workload with respect to the calendar year.
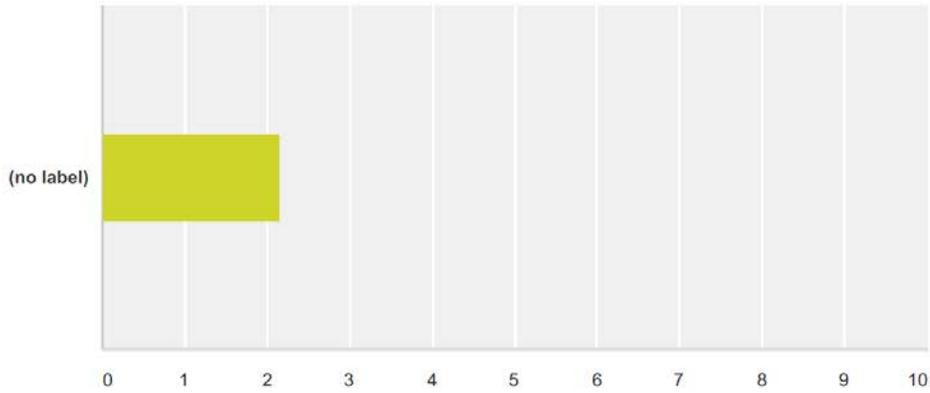
Answered: 20   Skipped: 2
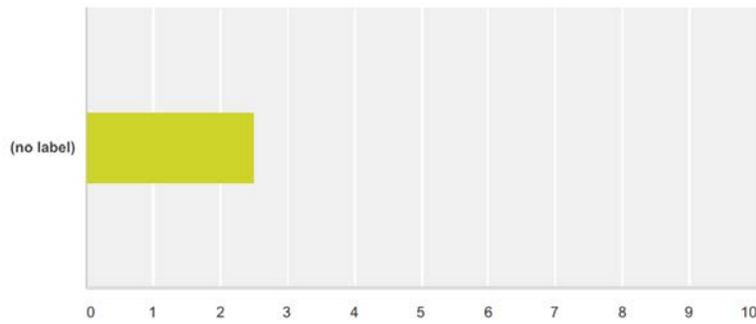
Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
10.00%	45.00%	30.00%	15.00%	0.00%		
2	9	6	3	0	20	2.50

Decision-Making

The majority of the members agreed or strongly agreed (13/19) that the charge of the committee is clear and appropriate to the integrated planning at EVC (14/19) tasks performed by the committees at large (16/20) and the subcommittee work groups (16/20) were relevant to the charge of the committee and the role in integrated planning.
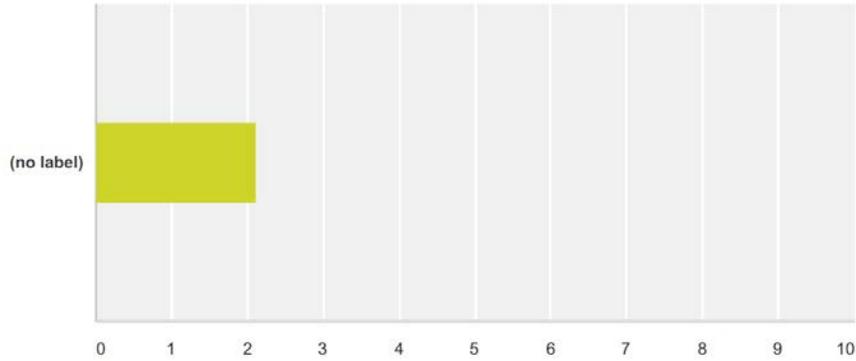
Q10 The charge of the committee/council is clear.

Answered: 19   Skipped: 3

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
21.05%	47.37%	26.32%	5.26%	0.00%		
4	9	5	1	0	19	2.16

Q11 The charge of this committee/council as it relates to integrated planning at EVC is appropriate.

Answered: 19   Skipped: 3

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
	21.05%	52.63%	21.05%	5.26%	0.00%		
	4	10	4	1	0	19	2.11

Q8 The tasks performed by the committee are relevant to its role in the integrated planning at EVC.

Answered: 20   Skipped: 2
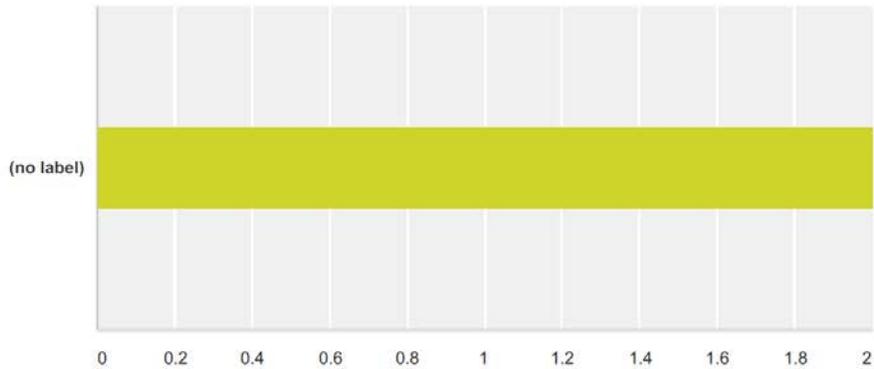
	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
	30.00%	50.00%	10.00%	10.00%	0.00%		
	6	10	2	2	0	20	2.00

Q9 The tasks performed by the work groups/subcommittees I have been a part are relevant to the committee/council's charge.

Answered: 20 Skipped: 2
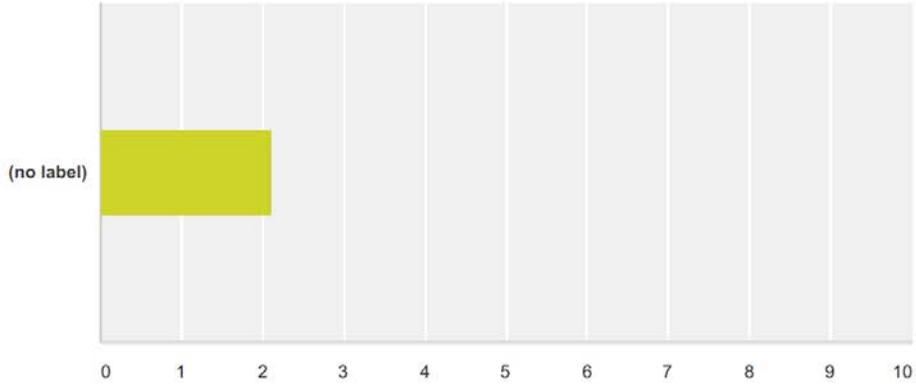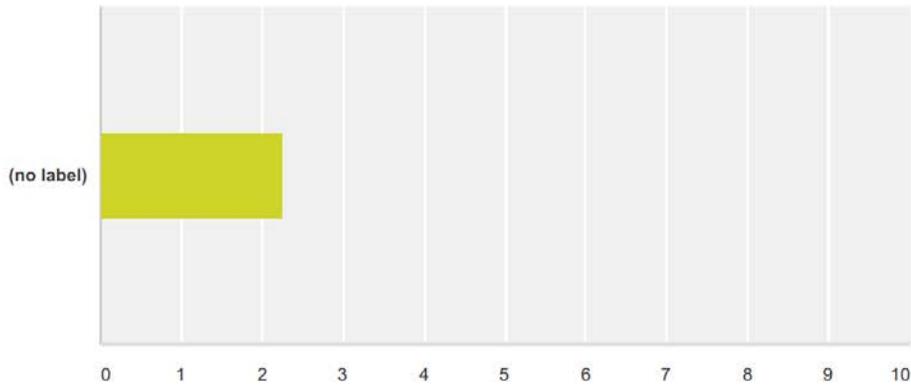

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
15.00% 3	65.00% 13	15.00% 3	5.00% 1	0.00% 0	20	2.10

Q12 The committee/council is meeting its charge.

Answered: 19 Skipped: 3

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
21.05% 4	47.37% 9	15.79% 3	15.79% 3	0.00% 0	19	2.26

Communication

The majority of members disagreed or were neutral that communication between the committees and council were effective (12/18); 1 strongly disagreed. The majority of members disagreed or were neutral that communication between the committees were effective (11/18); 1 strongly disagreed. Three open ended responses indicated that communication in the committee/council structure could be improved.

Q14 The communication between the College Council and the committees supports making decisions at EVC.
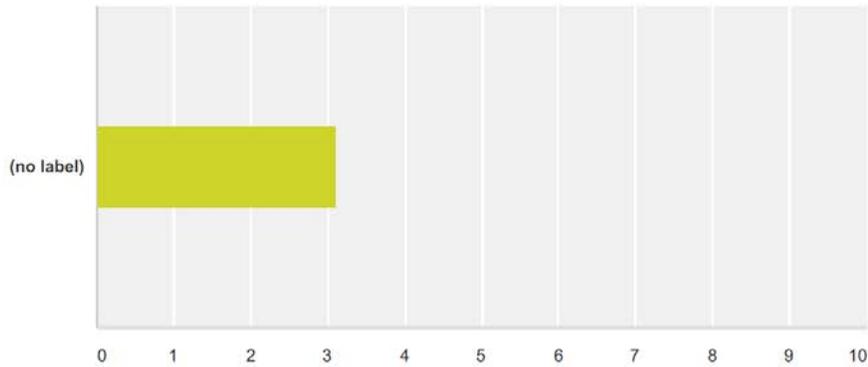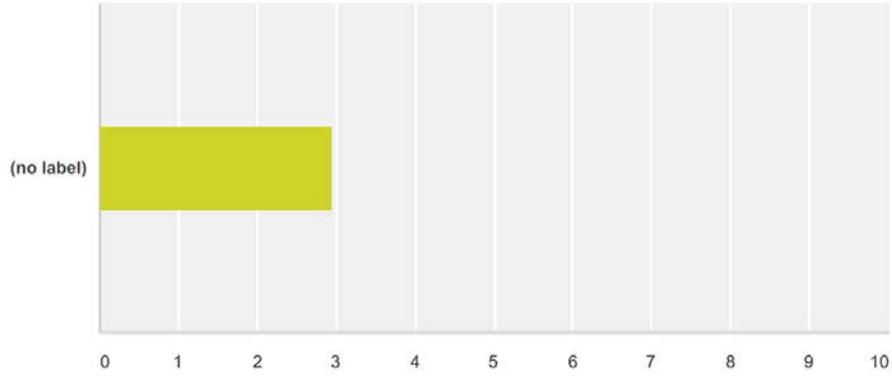
Answered: 18   Skipped: 4

	Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
el)	0.00% 0	27.78% 5	38.89% 7	27.78% 5	5.56% 1	18	3.11

Q15 Communication between committees supports making decisions at EVC.

Answered: 18   Skipped: 4

Strongly Agree	Agree	Neither Agree nor Disagree	Disagree	Strongly Disagree	Total	Weighted Average
5.56%	27.78%	38.89%	22.22%	5.56%		
1	5	7	4	1	18	2.94

Q16 Please provide any additional comments to help integrated planning at EVC.

Answered: 11   Skipped: 11

Responses
this committee would benefit more if the students were more consistent in their attandance
[Name Deleted is the most supportive person I've worked with at EVC
There was no training provided to serve on the College Council.
This committee has influenced in making decisions more clearly and enhanced my job performance.
Although the workload is tied to the committee charge, the aspects the committee covers are all time consuming and large. Perhaps pulling off program review and or accreditation from committee's charge should be considered.
The council is just too large and the issues are covered too quickly.
Communication needs to strengthen between committees. IEC membership needs to improve to help with the long list of work/assignments. Many members rarely show up.
A formal training for all committee chairs would need to be provided to ensure alignment and understanding of the process to achieve the Strategic Plans.
I am too new to this committee and as far as training it seems to be on the job training and looking at what others have done.
I feel that there is a huge disconnect with all the EVC shared governance.
There are not enough people or enough time to accomplish the goals/charges of this committee. It would take full time staffs working in the 3-4 separate areas

IEC Recommendations

1. The college will provide annual committee chair training including alignment of committees to integrated planning.
2. Facilitate communication within committees as outlined in the college Quality Focus Essay (QFE).