**Goal #4 Oversight and Accountability:** *A commitment to improve oversight, accountability, sustainability, and transparency in all college processes.*

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|  | **Potential Initiative** | **How will you evaluate the initiative’s success?** | **What documentation would you use for accreditation?** | **What committee or position would be responsible?** |
|  | **STUDENT LEARNING AND ACHIEVEMENT** | | | |
| 1 | Monitor student learning and student achievement. | Positive impact of SLOs/PLOs/ILOs on student learning; Renegade Scorecard shows progress; ACCJC report is relatively easy to fill out. | Program Review process; Renegade Scorecard comparative data; ACCJC Annual Report (March) | Assessment Committee; Renegade Scorecard |
|  | **OVERSEE BUDGET PROCESS AT ALL LEVELS** | | | |
| 2 | Oversee budget at institutional, functional (instruction, student affairs, administrative services), and departmental level. | This seems like a general overview kind of statement. |  | VP of Finance and Administrative Services;  Budget Committee |
| 3 | Integrate the budget committee into the financial planning process. | Survey of committee members and/or campus employees. | Campus Accreditation survey with appropriate question pertaining to budget communication. | President; VP of Finance and Administrative Services;  Budget Committee |
| 4 | Review, discuss, and forward tentative college budget to College President. | Survey of committee members and/or campus employees. | Campus Accreditation survey with appropriate question pertaining to budget communication. | Budget Committee |
| 5 | Hold campus wide presentation on tentative budget (with details). | Survey of committee members and/or campus employees. | Campus Accreditation survey with appropriate question pertaining to budget communication. | VP of Finance and Administrative Services;  Budget Committee |
| 6 | Increase transparency in budget decisions by using control numbers in budget requests that follow a request through the program review to tentative budget to final budget, so we can drill down to particular requests to see the link between a program review budget request in the fall and the final adopted budget in the following summer/fall.  ALSO CLOSING THE LOOP | We'll verify that the improvements have been made in transparency from the Budget Committee minutes. \* We'll evaluate the effectiveness by campus-level climate surveys that ask about transparency and trust of our decision makers. Also, do a short discussion (10 min or less) about the budget processes with College Council every year as an annual checkup to make sure we're on the right track. If we see mention of kudos for our budget decision makers in other committees minutes, we'll know we've hit a home run. | Posted Budget Committee minutes.  Publicized climate/trust surveys.  Posted College Council minutes. | VP of Finance and Administrative Services;  Budget Committee |
| 7 | Increase transparency in budget decisions by increasing granularity of budget figures looked at by the Budget Committee. | The President still makes the budget decisions of course but at least another set of eyes from the classified staff and faculty are able look over the budget figures and verify to their constituent groups that budget decisions do in fact follow from program review and also check for possible oversights. | Posted Budget Committee minutes.  Publicized climate/trust surveys.  Posted College Council minutes. | VP of Finance and Administrative Services;  Budget Committee  . |
| 8 | Work on the process of creating a tentative budget in sufficient time for review by the campus BEFORE it goes to the Board of Trustees. | We HAVE to give all college employees the opportunity to review the budget figures before they are set in stone. That way they can't say they didn't know and are much less likely to complain about decisions made. Hoarding information will NOT build or maintain trust. Always give more information than is requested and give information BEFORE it is asked for. | Posted Budget Committee minutes.  Publicized climate/trust surveys.  Posted College Council minutes. | VP of Finance and Administrative Services;  Budget Committee  . |
|  | **Potential Initiative** | **How will you evaluate the initiative’s success?** | **What documentation would you use for accreditation?** | **What committee or position would be responsible?** |
|  | **PROGRAM REVIEW AND CLOSING THE LOOP** | | | |
| 9 | Plan for effective resource allocation: continue to improve rigor and focus of the Closing the Loop document. |  |  | President’s Cabinet;  College Council |
| 10 | Use current Program Review forms and procedures to plan for effective resource allocation. | Budget allocations to each unit/department will directly correlate to budget requests made and supported with a needs analysis through the program review process. | The "Closing the Loop" document, which should contain direct reference to specific allocation requests, documenting those that received funding and those that did not, according to logical explainable priorities. | Budget Committee |
| 11 | Include grants in Program Review process | Questions on Program Review forms | Included in Closing the Loop document. | Program Review Committee (PRC) |
| 12 | Include the gainful employment process in program review. | No clue why unless as separate entity that needs to conduct program review. It is not listed on the current org chart. |  | PRC |
| 13 | Distribute a budget newsletter periodically to let employees know where the college stands financially. | Short survey asking employees whether they read it and if they found it helpful. | Survey results | Budget Committee |
|  | **ORGANIZATION AND GOVERNANCE** | | | |
| 14 | Measure end user satisfaction with college and district services. | Conduct satisfaction surveys from end users on campus surveys | Survey results | Accreditation & Institutional Quality Committee (AIQ) |
| 15 | Continue to review board policy adoption process. | Regular reports to College Council and Academic Senate. | Regular reports to College Council and Academic Senate. | Academic Senate;  College Council |
| 16 | Increase institutional research staff to provide timely data. | BC has full-time researcher | Organizational chart with researcher position | President;  College Council |
| 17 | Ensure personnel infrastructure supports creation and reporting of accountability info, data, etc…. | BC has a researcher and a Dean of Institutional Effectiveness. | Organizational chart which reflects new positions. | President;  College Council |
| 18 | Continue to review Budget Allocation Model (BAM). | The District Office organizes a review of BAM. | Published review. | Budget Committee |
| 19 | Continue to review external service cost allocations. | The review continues to exist. | Published documentation on committee site. | Budget Committee |
| 20 | Expand organizational chart to granular level as a drill down. | The organizational chart is more detailed. | Published on College Council page. | College Council |
|  | **Potential Initiative** | **How will you evaluate the initiative’s success?** | **What documentation would you use for accreditation?** | **What committee or position would be responsible?** |
| 21 | Communicate synthesis from committee annual end-of-year reports by posting reports and synthesis in central location and emailing synthesis to college community. | The synthesis created, posted, and emailed. | The synthesis is posted on all committee pages. |  |
| 22 | Ensure internal deadlines are met: Program Review, Course Curriculum Reviews, Outcomes Assessment, Service on Committees. | Internal deadlines are clearly publicized and met. Committees and other entities need to confirm that deadlines have been met. | Published documentation for clear deadlines. | AIQ |
| 23 | Ensure consistency in Banner scheduling abbreviations. |  |  |  |
|  | **OTHER** | | | |
|  | Develop and implement prerequisites for general education courses. | Belongs in another category. |  | Curriculum |
| Not sure if legal. | Assign FLEX time to committees commensurate with the time/work involved. If a faculty member is on more than one committee then allow that to count a given number of hours toward flex time. This could either be in numbers assigned per committee or assigned according to time spent doing committee work as observed by the co-chairs. | If there is a substantial increase in committee involvement and work as indicated by the numbers of | Attendance at meetings. Work assigned and completed by members as evidence of time on committee task. | Professional Development Committee (PDC) |

April 16, 2015