Recommendations to Improve Quality

#	Recommendation Text	Lead Responsibility	Progress (Black font = Goal or Direction) (Green font = Completed by Nov. 2017) (Blue font = Completed by Dec. 2017) (Red Font = (5) RECOMMENDATION HAS BEEN MET)
6	In order to improve, the team recommends that the College develop more **intentional cycles of course assessment, strengthen the link between course and program assessment cycles, and reach greater levels of participation** in student learning outcomes assessment from all faculty. (Standard II.A.3)	LAC	• The LAC is working on the program-level assessment module in TracDat in spring 2017. • Cycles of course assessment have been developed by the LAC, and approved by the Academic Senate, AAAG, and CAC. • The LAC provided TracDat training on course-level assessment to a large group of faculty in Spring Flex 2017. • Divisions invited the LAC in spring 2017 to conduct course-level assessment TracDat training. • The LAC has made presentations at AAAG and at the Academic Senate to improve understanding and increase participation. • The LAC is working with Divisions on how to assess courses that have multiple sections. • LAC is working with Divisions to map SLOs from the course-level to the program-level. • The LAC provided workshops and support during Flex in August 2017 for faculty to complete course level SLO assessment. • LAC members led all but two divisions through and centered around PLOs (i.e., student learning outcomes for degree and certificate programs) at Fall flex. As a result of the activity, LAC has identified over 40 degree & certificate programs that appear ready for the initial cycle of PLO assessment. • LAC members conducted PLO-mapping workshops for faculty representing 10 different disciplines during late October/early November, and have scheduled 1-on-1 mapping sessions for mid-November. • **Participation in SLO assessment has greatly improved and MPC has nearly completed course assessments.** • **40 programs are piloting Program Reviews informed by mapping of SLO assessments.** **RECOMMENDATION HAS BEEN MET.**
7	In order to improve, the team recommends that the College **use enrollment data to inform scheduling decisions and implement an**	VPAA	• EMS training was provided to Division Chairs and DOMS in December 2016. • EMS has been implemented and has been in use since January 2017.

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	enrollment management system to facilitate data usage. (Standards II.A.6; II.A.10)		- EMS has been used to plan and finalize summer and fall 2017 schedules. - Data is EMS is being used by Division Chairs, Deans and the Office of Academic Affairs to make scheduling decisions for Summer 2017, Fall 2017 and Spring 2018 based on productivity, growth areas (Dual Admission, Dual Enrollment) and budget. **RECOMMENDATION HAS BEEN MET.**
10	In order to improve, the team recommends that **all student services provided at the Marina Education Center be consistently scheduled and published**. (Standard II.C.3)	VPSS	- All Student Services at the Marina Education Center have been reviewed. A consistent schedule of services has been published on the MPC website. - A "Student Services in Marina" web page has been added to the Marina website. The schedule for counseling, financial aid and assessment services is listed. - A staff member or a counselor offers to visit every class scheduled in Marina to promote services available for students. - A calendar of student services availability is regularly posted on the bulletin boards in each classroom and office on the Marina Center. - MPC Student Services Banners has been posted. - Dean of Student Services for Marina hired effective July 2017. - A Categorical Services Coordinator (bilingual) has been hired effective May 2017. **RECOMMENDATION HAS BEEN MET.**
11	In order to improve, the team recommends that the College obtain **accurate data on students receiving comprehensive and abbreviated student education plans and review the data** regularly to make appropriate action plans to increase Student Success. (Standard II.C.5)	VPSS Office of Institutional Research	- MPC currently has accurate data on comprehensive and abbreviated student educational plans. They will continue to be collected and reviewed to inform actions taken to increase student success. - Documentation of improvements will be provided. - Current reporting format identifies the number of students who have been directed to receive an education plan, whether or not they have a plan on file. This report will be further reviewed to identify students who do not have a comprehensive education plan in order to connect them with a counselor. - Working with IT to develop a standing report.

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			• IT created a report identifying students without a comprehensive educational plan so that counselors can further assist them. **RECOMMENDATION HAS BEEN MET.**
12	In order to improve, the team recommends that the College **update its administrative hiring procedures**. (Standard III.A.3)	HR	• Professional Personnel Leasing, Incorporated has been contracted with in June 2017 to research and revise the administrative hiring procedures. • Initial work has begun on the update to the Administrative hiring procedures. • **On Dec. 20, 2017 the Administrative Hiring Procedures will go to Board for information.** **RECOMMENDATION HAS BEEN MET.**