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2015 Governance Survey Results

Planning and Resource Council (PaRC)

June 17, 2015

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FH IR&P

Overview

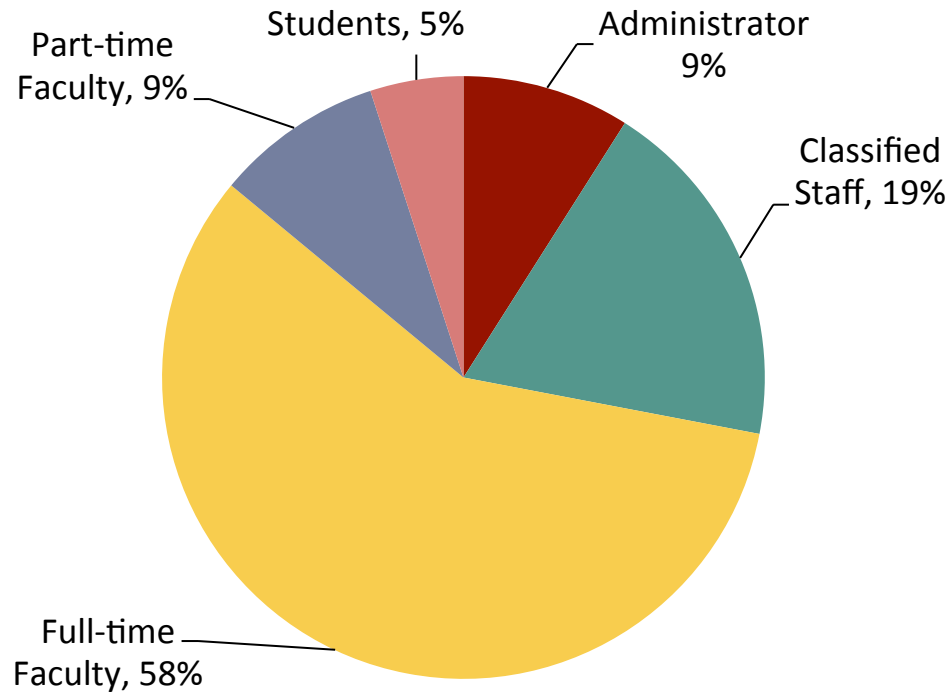Purpose: Evaluate college planning and resource prioritization process

Outcome: Allow for continuous improvement by informing the Integrated Planning & Budget (IP&B) Taskforce's summer agenda

Administration:

➢ Online survey

➢ Email invite to FH employees and PaRC student representatives

➢ Monday, June 8 to Monday, June 15

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Survey Respondents

Students, 5%

Administrator 9%

Part-time Faculty, 9%

Classified Staff, 19%

Full-time Faculty, 58%

Planning committees with highest participation include Academic Senate and PaRC.

Almost half reported no involvement on any planning committees (46%).

Administrator	4
Classified Staff	8
Full-time Faculty	25
Part-time Faculty	4
Students	2

Total = 43

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How We Stay Informed

College website

Division meetings

Department meetings

Email

MyPortal

PaRC meetings

PaRC website

Senate meetings (inc. ASFC)

Administrator

Classified Staff

Part-time Faculty

Full-time Faculty

Student
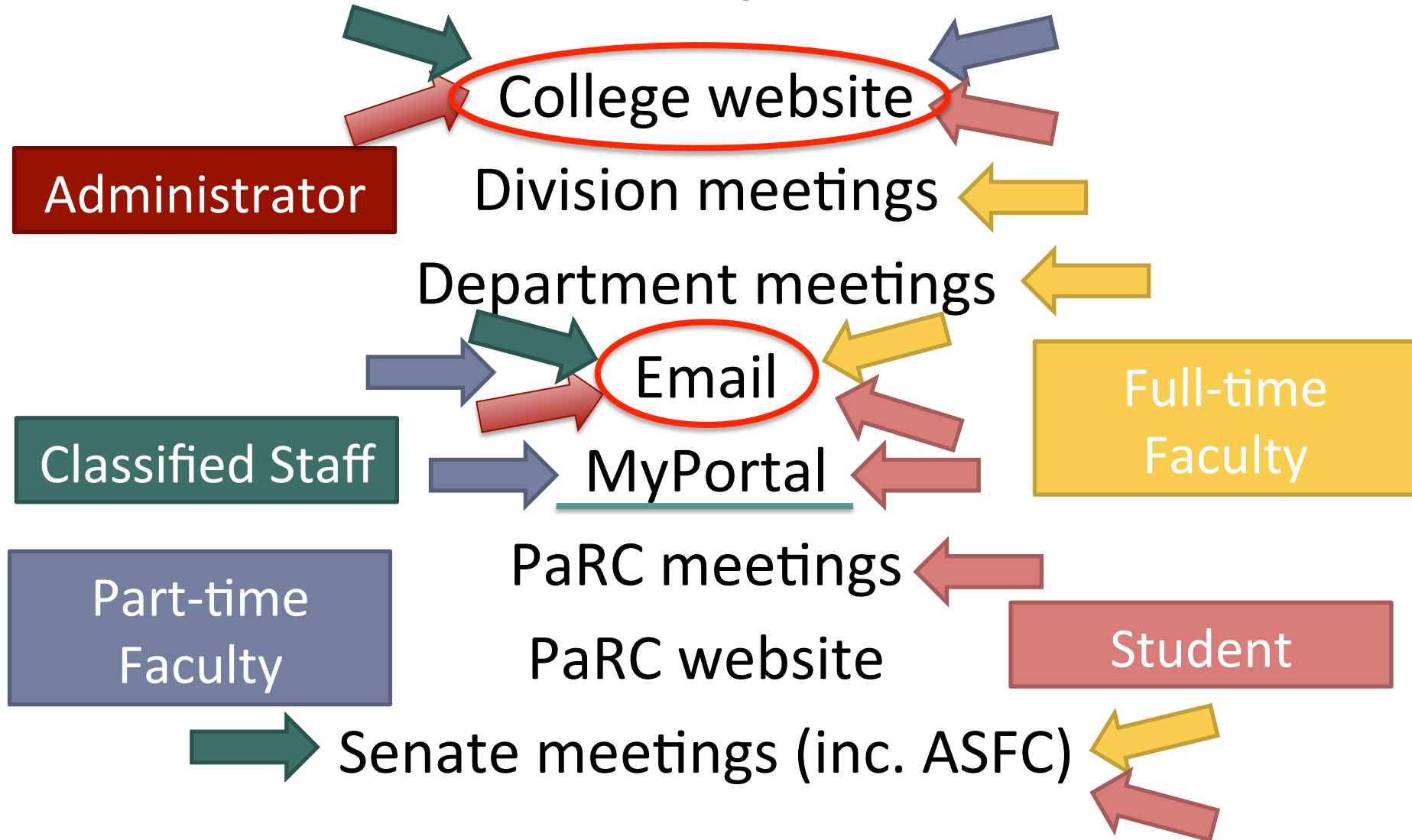
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Questions allow respondents to select multiple methods.

PaRC Communication

Methods used to disseminate college planning discussions and decisions to constituents:

Method	Percent
Informal discussions w/colleagues	83%
Reporting out at meetings	83%

PaRC: N=6
Question allows respondents to select multiple methods.

Two-thirds disseminate college planning discussions and decisions either bi-monthly or monthly.

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Planning and Resource Process

College's planning process is:	Strongly Agree/Agree
Requires documentation, assessment, and reflection	79%
Driven by data/evidence	76%
Accessible and undergoes continuous improvement	75%

Full-time faculty responded "strongly agree/agree" at a lower percentage rate compared to the other groups from 5-to 14-percentage point difference.

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Planning and Resource Process

College's planning process is:	Strongly Agree/Agree
Made through a process emphasizing student outcomes	59%
Based on student learning related to the ILOs	55%
Disseminated in a timely manner	40%
Are inclusive and transparent	38%

Over half of the classified staff and full-time faculty responded "disagree/strongly disagree" about "planning discussions and decisions being disseminated in a timely manner" and "planning discussions being inclusive and transparent."

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Academic Senate

Participates in shared governance:	Strongly Agree/Agree
Makes recommendations related to academic/professional matters	86%
Timely communication	65%

➢ "Wish there was a way to actually have dialogue with constituents…maybe find ways to strengthen communication."

Note that 23% reported being unsure about whether "timely communication was facilitated between the academic senate and the administration, district board of trustees, academic divisions, and the De Anza faculty senate."

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Who are PaRC Voting Members?

Academic Senate president

ACF representative

ASFC president

ASFC student trustee

ASFC student reps

Classified Senate president

College president

College vice presidents

Core mission workgroup tri-chairs

CSEA representative

FA representative

MSA representative

Operating engineer rep

Teamsters representative

Four people identified all voting members correctly

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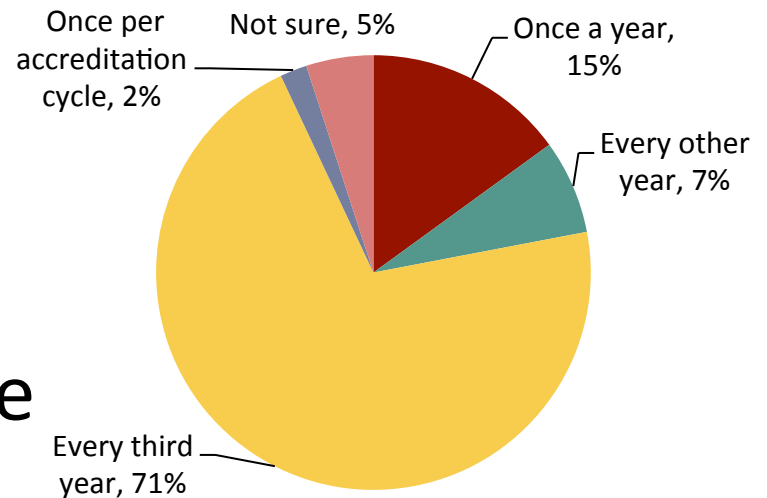# How Often is a Comprehensive Program Review Completed?

Once a year

Every other year

Every third year

Once per accreditation cycle

Not Sure

Once per accreditation cycle, 2%

Not sure, 5%

Once a year, 15%

Every other year, 7%

Every third year, 71%
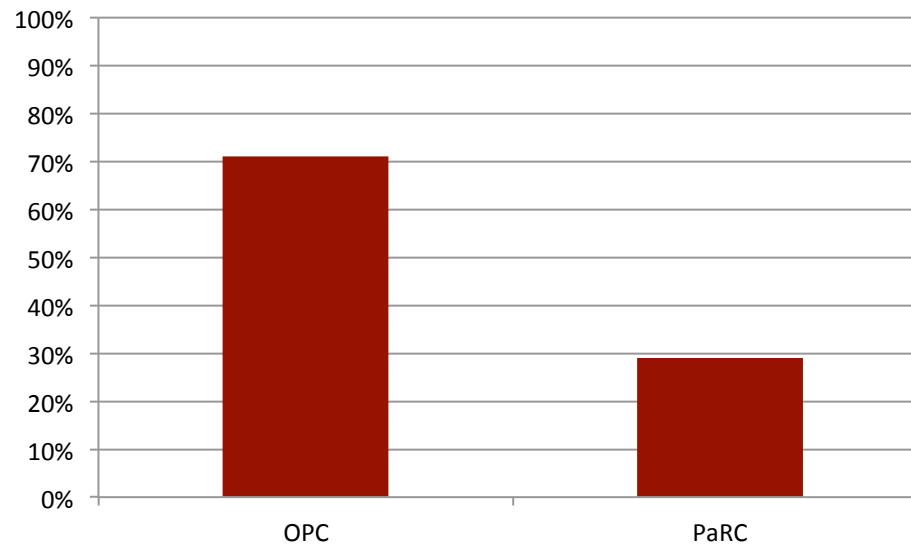
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71% people answered correctly (29/41)

Where Do B-Budget Augmentation Requests Get Prioritized?

OPC PaRC

71% people answered correctly 25/35

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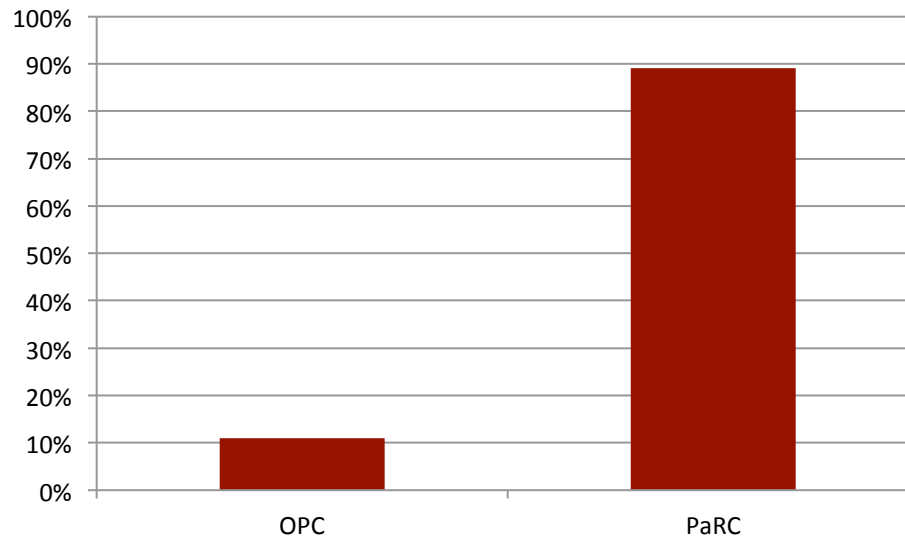
Where Do New Faculty Requests Get Prioritized?

OPC   **PaRC**

89% people answered correctly (31/35)

When is the Next Accreditation Site Visit Scheduled?

Fall 2015

Fall 2016

Fall 2017

Fall 2018

Not Sure
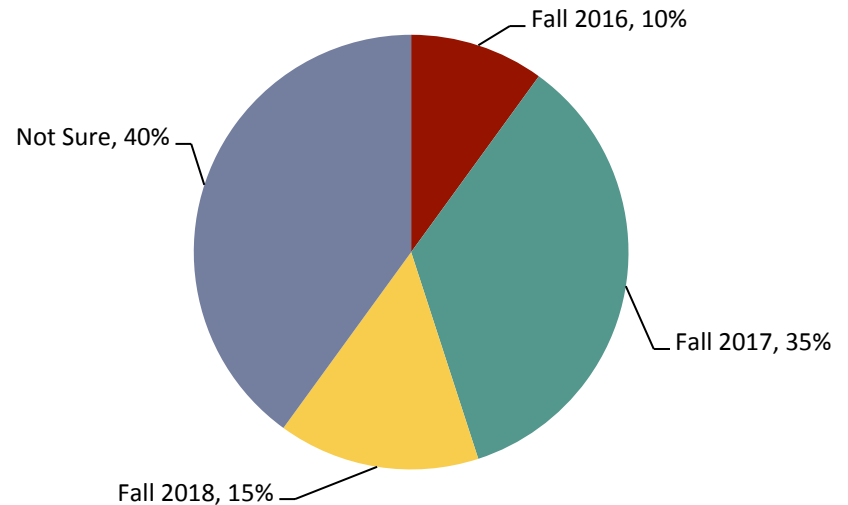
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35% people answered correctly (14/40)

Program Review

Received Feedback	2013	2014	2015
Annual	61%	65%	55%
Comprehensive	40%	50%	78%

Helpful Feedback	2013	2014	2015
Annual	57%	55%	40%
Comprehensive	75%	56%	59%

Annual: 2013 N=31; 2014 N=52; 2015 N=20
Comprehensive: 2014 N=10; 2014 N=26; 2015 N=18

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Program Review Suggestions

Suggestions	Annual	Comprehensive
Clearer instructions	85%	75%
Shorter template	75%	NA
More div/dept discuss	55%	38%
More Dean/VP feedback	50%	56%
More PRC communication	NA	56%

The percentage rates for more discussion/ communication increased from last year's survey.

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Question allow respondents to select multiple items.

Program Review Comments

➢ SLO reflections are hardly used in the document

➢ Program data should be auto-populated

➢ Template and data sheet should use consistent terminology

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Perkins Funding

Feedback	2013	2014	2015
Received feedback	100%	92%	75%
Helpful feedback	100%	82%	71%

Time Spent	2013	2014	2015
Less than 2 hours	50%	18%	25%
2 to 5 hours	0%	64%	63%
More than 5 hours	50%	18%	13%

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Perkins: 2013 N=9; 2014 N=12; 2015 N=8

Perkins Funding Suggestions

Suggestions	Percent
Clearer understanding-WWG's role	86%
Clearer understanding-PaRC's role	86%
Clearer understanding-Perkins criteria	71%

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Question allow respondents to select multiple items.

Resource Requests

Feedback	2013	2014	2015
Received feedback	44%	40%	38%
Helpful feedback	57%	75%	30%

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B-Budget Augmentation:
2014 N=9; 2014 N=15; 2015 N=13

Resource Request Suggestions

Suggestions	Percent
Clearer understanding-process	85%
Clearer understanding-rubric	69%
Clearer understanding-PaRC's role	62%

➢ Role of PRC with OPC's and PaRC's recommendations

➢ VPs need clearer documentation (with criteria) regarding their ranking and prioritizations

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Question allow respondents to select multiple items.

Student Learning Outcomes (SLOs)

Feedback	2013	2014	2015
Received feedback	35%	36%	50%
Helpful feedback	75%	56%	42%

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SLOs: 2013 N=37; 2014 N=53; 2015 N=28

SLO Suggestions

Suggestions	Percent
More SLO discussion	64%
Clearer instructions	48%
More div/dept support	40%
Increased TracDat training	28%

➢ More professional development/training

➢ More IR support

➢ New SLO software (not TracDat)

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Question allow respondents to select multiple items.

SLO Comments

➢ TracDat limitations—"tedious and unproductive to my needs", "not user friendly", "more support needed"

➢ What are SLOs—"Aren't grades a measure of learning outcomes?", "discussed in depth in Senate, but I haven't seen it talked about at all in my division"

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Question allow respondents to select multiple items.

For IP&B's Consideration

Top Three Agenda Items	Percent
Faculty/Staff prioritization process	55%
Comprehensive program review template	52%
Annual program review template	48%

➢ Program review process (39%)

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Respondents: N=33
Question allow respondents to
select multiple items.

For IP&B's Consideration

Top suggestions:

➢ Helpful to have a grid to explain all planning functions/ elements (e.g. program review, standards/goals, ed master plan, etc.)

➢ Provide stipends/reassign time for committee work

➢ Core mission workgroups need more representation and diversity in membership

➢ Governance/planning meetings should be calendared so they are not scheduled at the same time

➢ Professional development about how to participate and why it is important to do so

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Other Planning Comments

➢ Core mission workgroups do not typically report out about PaRC discussions and decisions.

➢ Process for "emergency hires" should be documented; there should be a process and data/evidence should be provided.

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Themes

➢ Focus on and improve communication

➢ Understand the communication channels

➢ Opportunities for engagement

➢ Clarify processes

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Questions? Comments?