



Purpose

The primary purpose of the College Planning and Assessment Team (CPAT) is to facilitate a comprehensive and cohesive approach to planning and assessment furthering the College's efforts to develop, implement and evaluate the Strategic Plan and achieve mission fulfillment. The complete CPAT Charter is available in *Attachment 1*.

2017-18 CPAT Goals

GOAL 1: Complete the 2013-18 Strategic Planning Cycle

What we set out to do: Promote the College fulfilling the 2013-18 strategic planning cycle, documenting lessons learned, and preparing for the next iteration of a Strategic Plan

What was accomplished:

- The 2013-2018 strategic planning cycle was completed with lessons learned in that cycle informing the efforts to develop the 2018-2023 plan. As a result, greater focus was given to establishing implementable goals with measurable initiatives and activities.

What still needs to happen:

- Continuation of updating metrics related to the eight identified objectives and determining progress made during 2017-18.
- Analyze results and determine possible actions/adjustments to improve performance as it could relate to 2018-23 Strategic Plan.

GOAL 2: Develop the 2018-23 Strategic Plan with clearly defined metrics

What we set out to do: Follow the CPAT established Strategic Plan Development Process and lead the College through the formation of the 2018-23 Strategic Plan. Propose a strong, clear plan that the College community supports and the Board of Directors endorses by June 2018.

What was accomplished:

- Summer 2017, CPAT reviewed internal and external environmental factors influencing COCC and proposed four goal areas to the College and Board in September and October. Feedback was collected at the Board Retreat and through an online survey (63 respondents) confirming CPAT was on the right track.

- November 2017, CPAT hosted face-to-face and online feedback opportunities (over 200 participants) to begin to define specific Goal Statements and Intentions for the four goal areas.
- December 2017, CPAT synthesized feedback from the College community, refined the Goal Statements and Intentions and presented them to the Board at their January 2018 meeting. Feedback was collected, further refinements were made and the Board accepted the revisions at their February 2018 Board Retreat.
- March 2017, CPAT hosted two Strategic Planning Summits where the College community was invited to help identify 3-5 priority initiatives for the four goal areas (136 participants).
- March and April 2017, CPAT reviewed the collected feedback from the summits and worked with College Leadership to establish priority initiatives for each of the four goal areas.
- The 2018-23 Strategic Plan (Goal Statements, Goal Intentions and What will COCC look like when this goal is achieved?) was accepted by the Board for a first reading in May and second reading and endorsement in June 2018.

What still needs to happen:

- This CPAT goal was successfully achieved. The College will need to transition from strategic plan development to implementation in 2018-19.

GOAL 3: Integrate College assessment activities into planning activities

What we set out to do: Spring 2017, the College Planning Team (CPT) became the College Planning and Assessment Team (CPAT) and the goal was set to understand assessment at COCC and integrate the products of assessment into College planning activities.

What was accomplished:

- College-wide awareness of assessment activities was enhanced, achieving a greater understanding of the value of assessment improving College operations.

What still needs to happen:

- Though CPAT focused the majority of efforts on developing the 2018-23 Strategic Plan, assessment received increased attention by CPAT during the year. We anticipate that assessment will become one of the primary goals for CPAT in 2018-19.

SUMMARY:

2017-18 was a pivotal year for CPAT and College planning. CPAT spent the majority of the year developing and endorsing the 2018-23 Strategic Plan. 2018-19, CPAT will support the College's implementation of the strategic plan and engage in deeper understanding and application of the assessment aspect of the committee's charge.

G-6-9.4 COLLEGE PLANNING AND ASSESSMENT TEAM

Endorsed by College Affairs on 4.6.17

Charge:

The College Planning and Assessment Team (CPAT) facilitates a comprehensive and cohesive approach to planning and assessment furthering the College's efforts to develop, implement and evaluate the Strategic Plan and achieve mission fulfillment. In pursuit of this purpose, the CPAT's scope of work includes the following:

- Guide the College to ensure alignment with the Strategic Plan to achieve College mission fulfillment
- Evaluate the Strategic Plan
- Facilitate communications on College planning and assessment to internal and external audiences
- Support and document College planning and assessment activities, including maintaining an institutional planning and assessment calendar

Membership

Membership is drawn from across the institution and includes employees with the knowledge, responsibility and authority to meet the responsibilities of the Charter, with the members determined by the President and serving at the discretion of the President. The President will place an annual call for volunteers to solicit interest and appoint faculty, administrators, classified staff and a student to open positions in consultation with the Faculty Forum, Classified Association of COCC and the Associated Students of COCC accordingly. The CPAT will report to the President. The term of Committee Members will be three years and the Committee will meet once a month.