

El Camino College  
 Planning Summit 2013  
 Outcomes Report – Executive Summary



*Introduction*

The El Camino College (ECC) Planning Summit is an annual College-wide event that brings together stakeholders from broad areas of the College and Center to evaluate and provide feedback on various aspects of the planning process. The aim of the 2013 summit, held on May 10<sup>th</sup> was to achieve the following four objectives through small-team projects.

1. Evaluate, reaffirm, and, if necessary, revise the Mission and Strategic Initiatives
2. Set goals for student achievement
3. Develop ways to measure progress on our Strategic Initiatives
4. Create a new visual representation of our planning model

The 2013 summit hosted 70 faculty, staff, managers, and students, who were selected based on their involvement with accreditation self-evaluation or institutional effectiveness at ECC, Compton Center, and the Business Training Center.<sup>1</sup>

Attendee	Compton	Manager	Faculty	Classified	Student	Total
Total Number of Invitations	35	42	32	14	7	95
% of Total	35%	42%	32%	14%	7%	
<i>Actual Attendees</i>	<i>18</i>	<i>36</i>	<i>19</i>	<i>8</i>	<i>7</i>	<i>70</i>
% of Total	26%	51%	27%	11%	10%	
<b><i>Yield (% invited who attended)</i></b>	<b>51%</b>	<b>86%</b>	<b>59%</b>	<b>57%</b>	<b>100%</b>	<b>74%</b>

The next couple of pages summarize the main accomplishments from this year’s summit along with near-future plans to implement recommendations from the summit. A main report, which details team feedback for each of the summit objectives, is published on the Institutional Effectiveness Portal on MyECC.

<sup>1</sup> While 74% of invitees attended, the percentage yield for faculty and staff was 59% and 57%, respectively. Greater efforts will be made to encourage more faculty and staff to participate in future events.

### ***Outcome 1. Evaluate and reaffirm the Mission and Strategic Initiatives***

The purpose of this project was to conduct a brief evaluation/affirmation of the Mission and Strategic Initiatives in order to ensure that the mission was still appropriate for one more year before beginning a more comprehensive evaluation process.

Based on participant feedback, the mission and strategic initiatives remain appropriate for the near future, but would benefit from fuller evaluation in terms of its scope and association with student learning. The information gathered here will contribute to a deeper year-long evaluation of the College mission and strategic plan moving forward. That process will start by spring 2014.

### ***Outcome 2. Set goals for student achievement***

Teams were invited to review academic performance trends for ECC and Compton Center and recommend number or percentage-point increases as target goals for improved student achievement on success rate, degrees, certificates, and transfer counts. Goals from the Title V grant-funded “Graduation Initiative” were presented and will be incorporated as “College goals.” These include improving math/English course progression and increasing the number of students who receive educational plans, degrees, and/or transfer to a 4-year institution.

Each team was asked to suggest a goal, justify that goal, and suggest “ways to get there.” Results were presented by team and discussed further by participants. Many felt that additional data were needed to set the final mark and that 5-year goals were preferred over 1-years goals that might reflect unpredictable variation.

A student achievement working group will form in the fall to review notes from this session along with additional data to develop recommended goals and a set of action steps for each. These goals will be developed by the middle of fall 2013 and evaluated annually.

### ***Outcome 3. Develop ways to measure progress on our Strategic Initiatives***

Teams were asked to evaluate the College’s Strategic Initiatives (SIs) in terms of Progress (what we have done to fulfill each SI), Metrics (how we can measure this progress), and Improvements (where we need to improve as we go forward).

This session was a good brainstorm to determine progress made, but participants were least satisfied with outcomes, compared to other projects. A strategic initiatives working group will form in the fall to finalize concrete ways of measuring each strategic initiative based on participant feedback and other data. Progress on SIs will be measured annually. Metrics for Strategic Initiatives will be ready for College-wide review and discussion by October, with new measures in place by early November, in time for the next annual planning cycle.

#### ***Outcome 4. Create a new visual representation of our planning model***

A total of ten models from eight participating teams were developed and presented at the summit.<sup>2</sup> The following week, all those invited to the summit had the opportunity to cast a vote for their preferred model. A total of 54 votes were cast with the top two models Monkeys and Cheetahs (photos in main report).

Summit participants were most satisfied with this project. A working group will form this summer to review top planning models to ensure that they represent all aspects of the planning process, to develop a digital mockup of the model, and to seek further feedback before developing a final recommended model, expected at the beginning of fall 2013.

#### ***Conclusion***

The 2013 Planning Summit was designed around four major outcomes. Most participants agreed that these outcomes were achieved in large part and a good majority felt that they directly helped the process. Working groups will form in summer or fall 2013 around each outcome to complete the development process. Results from these groups will be reported to the College and Compton Center communities through the consultation process in late fall 2013.

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<sup>2</sup> See the main report, *Planning Summit 2013, Outcomes Report*, for more information and photos of each model, located on the Institutional Effectiveness Portal (MyECC).

## *Appendix: Mission and Strategic Initiatives*

### **Mission Statement**

*El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.*

### **2011-2014 Strategic Initiatives**

#### **Strategic Initiative A**

Enhance teaching to support student learning using a variety of instructional methods and services.

#### **Strategic Initiative B**

Strengthen quality educational and support services to promote student success.

#### **Strategic Initiative C**

Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.

#### **Strategic Initiative D**

Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.

#### **Strategic Initiative E**

Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.

#### **Strategic Initiative F**

Support facility and technology improvements to meet the needs of students, employees, and the community.

#### **Strategic Initiative G**

Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.