Welcome!
Annual Unit Planning 2023-24: What's New, Why We Do It, & How to Get It Done

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Land Acknowledgement

We acknowledge the land which we occupy at American River College as the traditional home of the Nisenan, Maidu, and Miwok tribal nations. These sovereign people have been the caretakers of this land since time immemorial. Despite centuries of genocide and occupation the Nisenan, Maidu, and Miwok continue as vibrant and resilient tribes and bands, both Federally recognized and unrecognized. We take this opportunity to acknowledge the generations that have gone before as well as the present-day Nisenan, Maidu, and Miwok people.

Introductions

What is your unit?

What is your experience with Annual Unit Planning?

Agenda

1. What's new with Annual Unit Planning (AUP) and data in the Integrated Planning Portal (IPP)

2. Why we do AUP and how it can help us reach our Equity goals

3. How do you get AUP done in your unit

Part 1: What's new in the IPP?

What's New?

The **Standard Data Set** for Annual Unit Planning has been updated!

- Better Integration with ARC Data on Demand *(Precision Campus)*
  - Direct links, with additional disaggregation and filtering options
- Greater emphasis and access to disproportionate impact data
  - More student attributes (Gender, Race/Ethnicity, Veterans, Foster Youth, Disability, Poverty Level Status) with Intersectionality

According to the California Community Colleges Chancellor's Office, *"**disproportionate impact** occurs when a subset of students, based on a student characteristic such as age, race, or gender have observably different outcomes"*

- Removed Productivity Data Element to streamline process
- Removed color codes (except for DSS) to simplify interface

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Why Change?

- Integration with ARC Data on Demand provides units with more sophisticated and nuanced ways of exploring their data
    - E.g. enables increased awareness of enrollment trends by course attributes (e.g. modality) and student attributes (e.g. age, gender, race)
- Greater emphasis and access to DI data enables more *student-centered* and *equity-centered* analysis, reflection, and planning
    - E.g. enables increased awareness of which students are disproportionately impacted
    - E.g. enables increased awareness of intersectional DI
- Together, these changes should help to better
    - promote equity and inform departmental dialogue, planning, decision making and resource allocation

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Standard Data Set - New Reports Demo

SSSS Demo

Student Services and Administrative Data

Satisfaction with Student Support Services Survey

SSO Assessment

- SSO revision in process
- SSO assessment plans in process

Data on Demand

Course DI Data

Data Resources

ARC Data on Demand (Precision Campus)

Yuj Shimizu, Faculty Research Coordinator, shimizy@arc.losrios.edu

- Drop-in hours for help with Data on Demand or Standard Data Set (TBD)

Jeff Sacha, Center for Teaching and Learning Faculty

- Book a 50-minute Collaborate for Change appointment via zoom on Fridays between 11 AM and 1 PM, or by appointment
- Book using the calendly link in the chat or find the link on the CTL website
- Individual or group appointments available
- Email Jeff at sachaj@arc.losrios.edu with questions

What's our context?

We center students, we center equity

Academic Senate

    Resolutions

Each department will build on their strengths in their equitable approach

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How Can It Address DI and Achieve Educational Equity?

- Close equity gaps in student success in courses in your department/program

- Improve teaching and learning in your classrooms and department/program

- Improve service to students in your unit

- Achieve equity in access and outcomes in your programs

Center Equity in Your Annual Objectives

1. Who is disproportionately impacted? How do students in DI groups show up in your actions?

2. What barriers exist for students in DI groups that you can minimize or eliminate?

3. What are you doing to build on students' strengths? Who are you working with in DI communities?

4. How can you impact our Strategic Goal Metrics?

5. What objectives can you set that are time-defined, measurable objective, and in your unit's control?

6. What support do you need?

Examples of Action Titles & Descriptions

Action Title: Data Driven services

Students will be asked for feedback after receiving services to determine how programs and services can be tweaked to provide best service.

Action Title: Case Management

Contact with each student at least twice per semester to determine status with classes, ancillary items, tutoring, transportation needs, etc. Case management includes new and continuing student intakes, education plan updates, counseling outreach for academic and progress probation prevention, and campus and community referrals.

Strategic Goals and Metrics
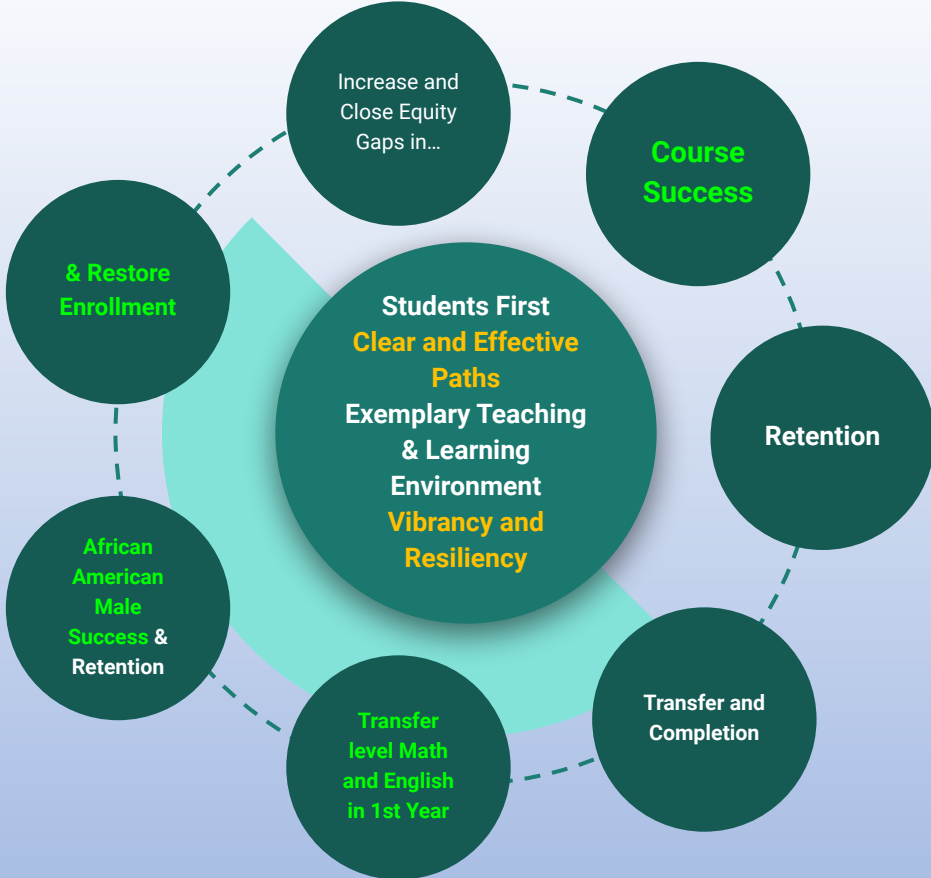
What Does Annual Unit Planning Accomplish

Encourage communication and planning for continuous improvement

Engage in data-based inquiry to inform goals and actions

Close our College's equity gaps

Communicate resource needs and link resources to goals*

Institutional accountability

Meet accreditation requirements (set goals and hold ourselves accountable to them)

Annual Unit Planning & Time Frame is NOW

You are planning for the current 2023-2024 year

The data you are being provided is fresh - this is Fall 22-Spring 23 data

You want to implement what you can immediately

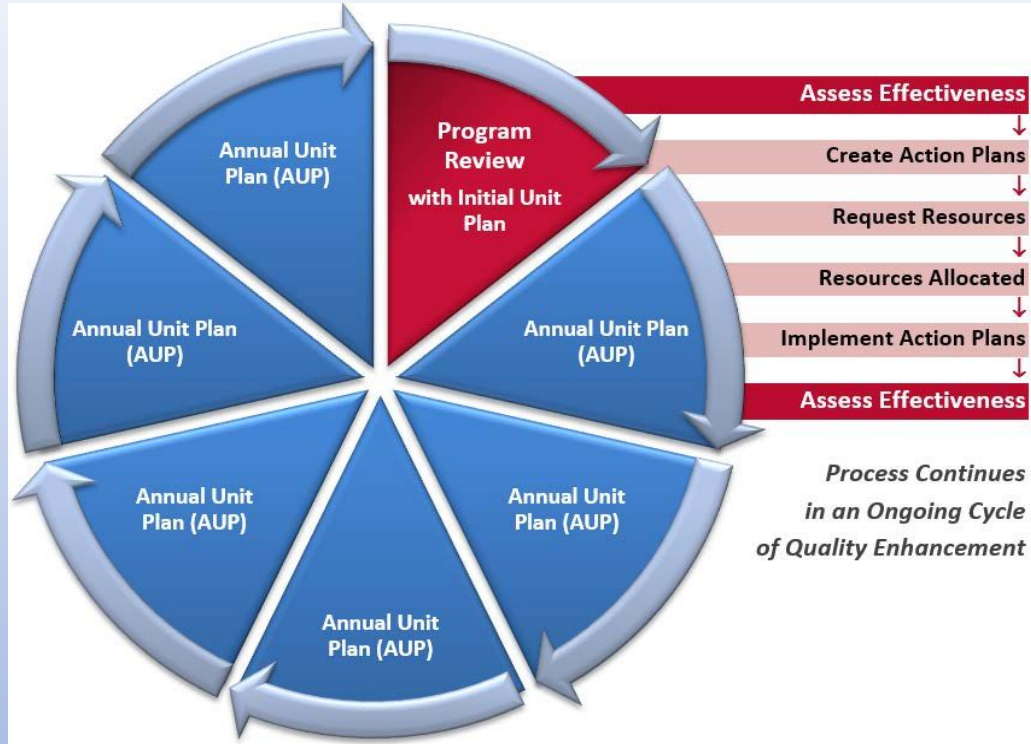- Not everything requires financial resources, much of what we may want to improve can be done immediately

You also want to build on your work from previous years' plans

This is why we are encouraging you to begin the conversations with your units ASAP

Program Review & Unit Planning Cycle

Program Review/Unit Planning Cycle

Program Review (every 7 years):
- Assesses the program and uses the findings to inform future plans
- Creates measurable **objectives** (strategic enhancement)
- Aligns objectives to the **Strategic Plan** and **ARC commitment to social justice and equity** (ongoing commitment)

Annual Unit Plan (every year):
- Reviews data and creates **action steps and related resource requests based on program review objectives**
- Aligns current-year action steps and resource needs to **ARC Strategic Goals**

Next Program Review:
- Measures progress towards **objectives by considering whether the action steps had the intended effect**

Part 3: How do you get AUP done in your unit?

2023 - 2024 Annual Unit Planning Timeline

Dates	Role	Action
August / September	Authors	Look At The Data With Your Department Friday September 8th 9-11 Repeat Training (Encourage Other Faculty to Participate)
September / October	Authors	Working With Your Department, Develop Objectives and Strategies to Improve Your Data
Thursday, November 30	Authors	Write and Turn in Your Plan
December 1-10	Reviewers	Review & Approve
December 11-21	Senior Administrators	Review & Approve

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Steps for Annual Unit Planning

1. Review and Update the status of actions from your unit's previous Annual Unit Plan.

2. Review your unit's standard data set and/or other data with your department.

3. Support ARC's strategic planning goals and address data issues by identifying objectives, goals, and actions.

4. Review your unit's Planning Objective Summary with your unit.

5. For any of your unit's Planning Objectives that require resources, identify needed resources.

6. Submit Annual Unit Plan **by November 30th.**

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Plan in Community

1. Share the Annual Unit Plan data with the people in your unit. Discuss and brainstorm together.

2. Discuss your Objective Action Summary with your administrator

3. Share your Objective Action Summary with your unit before you submit your Annual Unit Plan.

Q & A

AUP and Portal Support

Administrator and Student Services Support:
Jennifer Laflam, Dean, laflamj@arc.losrios.edu

Faculty support:
Brian Knirk and Veronica Lopez, Program Review Faculty Co-chairs,
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lopezv@arc.losrios.edu

Data support:

Yuj Shimizu, Faculty Research Coordinator, shimizy@arc.losrios.edu

Jeff Sacha, Center for Teaching and Learning Faculty, sachaj@arc.losrios.edu

Technical Support:
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