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To: Steve Collins, Interim President
From: Jennifer Zellet, VPI
CC: Al Alt, VPCAS; James Todd, VPSS
Date: 11 November 2018
RE: Alignment of Local Goals to CCCC Vision Goals

Context:

On November 6, 2018 the CCCC sent an email officially communicating the requirements and guidance for Districts and Colleges to align local goals with the Chancellor's Vision for Success. In the Guidance Memo, the following directives and deadlines were given to colleges and districts.

Deadlines:

- December 5, 2018: Colleges will certify via an online survey that there is a process underway to meet the May deadline of measurable, aligned goals.
- May 31, 2019: District Boards must adopt goals and submit them to the Chancellor's Office. This will be done using the online Local Goals Reporting Form that will be available by the end of 2018 and must be signed by the Board President, Chief Executive Officer, and Academic Senate President.

College Process:

To comply with AB1809, the college must adopt performance goals that:

1. Are aligned with the system-wide goals in the Vision for Success
2. Are measurable numerically, and
3. Specify the timeline for improvement

To meet this obligation, it is recommended that in November-December 2018, the college review its baseline performance data with regard to:

- Completion Indicators
 - Completed associate degrees
 - Completed CCCC approved certificates
- Transfer
 - Completed ADTs
 - Transfers to UC/CSU
- Unit Accumulation
 - Average units earned per completed associate degree
- Workforce
 - Median annual earnings of exiting students
 - Number of exiting students earning a living wage
 - % of exiting CTE students who report being employed in their field of study
- Equity
 - All indicators listed above disaggregated for DI groups as identified in our Equity Plan (also available on the SS Metrics on the Launchboard)

In early 2019 (January – March), the college should begin the review of existing plans (i.e. Educational Master Plan, Strategic Plan, etc. These plans should be amended to ensure that there are measurable goals embedded in the plan, with a timeline for evaluation, and the goals must be numeric.

Any goals based on both performance data listed above and the Vision for Success goals must be reviewed, and if there are numeric goals in existing plans, use those as a baseline for conversation. The guidance memo suggests Community forums, student focus groups, and the typical consultative practices established in colleges as a healthy way to gather information and identify goals and targets. The guidance memo suggests these questions:

1. All community colleges are different. How is MJC unique?
2. Strengths: Is MJC strongest at helping students complete AA degrees and certificates? Transferring to a 4-year college? Reaching a workforce goal? In which of these areas can we build on our previous successes over the next three years? What is an ambitious target for excelling beyond our current performance by the year 2021-22?
3. Areas for Improvement: Where could we be doing a better job in helping students reach their end goals? What is an ambitious but achievable target for improvement in these areas by the year 2021-22?
4. Our students on average take ___ units to complete a degree or transfer. Why is this? What is the impact on students and our college? How much can we improve in this area by the year 2021-22?
5. ___ % of our CTE graduates find a job in their field of study. Is this a success story that we can build on or an area that needs improvement? How much could we improve by the year 2021-22?
6. Which of our student groups are most in need of support and assistance to reach their degree, transfer or workforce goals? Where should we particularly focus our efforts to help them? What is an ambitious but achievable target for doing so by the year 2021-22?

District Process:

After the college has completed its conversation and goals setting, then the district work must begin:

1. BoT adopt each college's local goals
2. BoT align its comprehensive plan to the local goals and the CCCC Vision for success goals
3. BoT align its budget with the comprehensive plan
4. By May 31, 2019, the CCCC will provide a Local Goals Reporting Form, online template, to assist districts in reporting the goals to be compliant with state requirements. This template will require that goals be expressed using specified indicators from the Student Success Metrics on the Launchboard. All goals must be reported with an endpoint of 2021-22. When reporting, the board should also submit an agenda item regarding the local goal setting and a summary of the board's action on the item (required by law).

It is my recommendation that this be put on the MJC College Council agenda for introduction and discussion in order to adopt a timeline for implementation.