

Planning Rubric - Sustainable Continuous Quality Improvement Level – May 8, 2012

Behavioral Characteristics		
The institution uses ongoing and systematic evaluation and planning to refine its key processes and improve student learning.		
Standard	Evidence	Weblink
I.B.4	Long Range Development Plan, Kapi'olani in 2020	OFIE/Planning/Long Range Development Plan Arrange weblink to PBR Hawaii or file drop
I.A.1, I.A.2, I.A.3, I.A.4	Strategic Plan, 2008-2015 Refining Mission Statement Integration of Achieving the Dream	OFIE/Planning/Strategic Plan-page 14, with Vision and Values Statements http://www.hawaii.edu/offices/cc/strategicplan/KAP_CC_2011_Actuals.pdf https://www.hawaii.edu/institutionalresearch/uhcc/atdToc.action?reportId=ATDTC
I.A.1, I.A.2, I.A.3, I.A.4	Planning dialog with campus and community stakeholders	OFIE/Planning/Strategic Plan, pages 4-20
I.A.1, I.A.2, I.A.3, I.A.4	Dialog with Policy, Planning, and Assessment Council	OFIE/Planning/Strategic Plan/OFIE Roles:PPAC Dialogs (19 presentations)
I.A.1, I.A.2, I.A.3, I.A.4	BOR Approval	Link to BOR Approval Letter
I.B	Refining Strategic Plan, 2008-2015	OFIE/Planning/Strategic Plan
I.B	Framework, Process, Context	OFIE/Planning/Strategic Plan, pages 4-20
I.B	Campus and Community Representatives	OFIE/Planning/Strategic Plan, page 21
I.B	Potential Strategies	OFIE/Planning/Strategic Plan, Pages 24-39
I.B	8 Campuswide Strategies	OFIE/Planning/Strategic Plan-page 40
I.B	6 Outcomes 27 Quantitative Performance	OFIE/Planning/Strategic Plan- Matrix, Pages 42-43 Strategic Plan Scorecard (when completed)

	Measures	
I.B	Alignment with UH and UHCC Planning and Budgeting	http://www.hawaii.edu/offices/cc/docs/policies/UHCCP_4.101_Strategic_Academic_Planning.pdf http://ofie.kcc.hawaii.edu/images/stories/pdfs/Campus_Visit_VPCC_April_2008_Kap1_Compatibility_Mode.pdf http://ofie.kcc.hawaii.edu/images/stories/Campus_Visit_Spring_2010_KAPCC_edit.pdf http://ofie.kcc.hawaii.edu/images/stories/Campus_visit_Fall_2010_KapCC.pdf http://ofie.kcc.hawaii.edu/images/stories/Campus_Visits_Fall_2011_KapCC1.pdf
I.B.1	Tactical Planning 2007-2010 tied to previous Strategic Plan 2003-2010	http://quill.kcc.hawaii.edu/page/tactical.html (2007-2010)
I.B.1	Refining Tactical Planning 2009-2012 and 2012-2015 tied to current Strategic Plan, 2008-2015	OFIE/Tactical Plans (2009-2012, 2012-2015) OFIE/Planning/Strategic Plan-Tactical Planning Framework, p.41
	Refining Grants Planning	OFIE/Grants Development/Grants Development Process OFIE/Tactical Plan/OFIE http://ofie.kcc.hawaii.edu/images/stories/pdfs/KCC_Grants_Development_Administration.pdf
I.B.2	Title III Program 2009-2014	Alignment with Achieving the Dream http://www.achievingthedream.org/ABOUTATD/COLLEGEPROFILES/HAWAII/UNIVERSITYOFHAWAII SYSTEM/default.tp
I.B.2, I.B.3	Title III Renovation	See Table in Standard III.B
I.B.2, I.B.3	NSF 6 major grants One for Innovation in STEM Through Institutional Integration	http://ofie.kcc.hawaii.edu/images/stories/pdfs/STEM_institutionalizationjk_yh_final1.pdf Powerpoint from NSF Reverse Site Visit, November 30, 2011

I.B.4	HUD Office of University Partnerships	HUD Quarterly Reports "A Study in Creative Community Partnerships: Kapiolani Community College" in the forthcoming <i>Diversity Works</i> publication.
I.B.1-6	Integration of ARPD and strategic plan outcomes, performance measures, and strategies in tactical plans, 2009-2012	OFIE/Planning/Strategic Plan- Matrix, Pages 42-43 OFIE/Planning/Tactical Planning
I.B.1-6	Final Institutional Improvement Matrix presented at PPAC – March 7, 2012	http://ofie.kcc.hawaii.edu/images/stories/Institutional Improvement Matrix
I.B.1-6	Three Year Comprehensive Program Review, 2006-2009, 2009-2012	OFIE/Assessment and Evaluation/Program Review
I.B.2	Defining and Tracking of 10 Institutional Effectiveness Measures	Collegewide Strategy #8 (Strategic Plan, p.40 OFIE/Assessment and Evaluation/IEMs OFIE/Tactical Plan/OFIE, 2009-2012 OFIE/Tactical Plan/Administration Tactical, 2009-2012 New CCSSE Administration, Ability to assess correlations between student engagement and student achievement. New Link to OFIE/Assessment and Evaluation/CCSSE Results of Student Focus Groups
I.B.2	Development of Kapiolani Engagement, Learning, and Achievement Model (KELA)	OFIE/Assessment and Evaluation/Institutional Effectiveness Measures. See KELA Model in Introduction
I.B.1 II.A	Faculty Senate Program and Course Learning Assessment Plans Scorecards Progress Reports	OFIE/Planning/Strategic Plan/OFIE Roles:PPAC Dialogs (Learning Outcomes Assesment) http://ofie.kcc.hawaii.edu/images/stories/Proposed_SLO_Assessment_framework_030508.pdf http://ofie.kcc.hawaii.edu/images/stories/Program_Assessment_Scorecard_9-12.pdf http://ofie.kcc.hawaii.edu/images/stories/FS_Course_Level_Assessment_Plan_11_8_2010_dlv_final.pdf

		http://ofie.kcc.hawaii.edu/images/stories/SLO_Assessment_Progress_Report_-_October_2011.pdf
II.A	Integration of student learning assessment into ARPD, Fall 2011. Integration of Program and Course Learning Reports into ARPD, Fall 2012	http://www.hawaii.edu/offices/cc/arpd/index.php , select Kapiolani
I.B	Strategic Plan Scorecard, 2012	Need link here
I.B.3	Refining Campus Program Review Policy (Spring 2012)	Pagotto and Franco
There is dialog about institutional effectiveness that is ongoing, robust and pervasive, data and analyses are widely distributed and used throughout the institution.		
Standard	Evidence	Weblink
I.B	Strategic Plan Discussion with PPAC	OFIE/Planning/Strategic Plan/OFIE Roles:PPAC Dialogs (19 presentations) OFIE/Institutional Research/Research Reports
I.B	Tactical Plans Support Institutional Strategic Outcomes	OFIE/Planning/Tactical Plans
I.B	Grants dialog - Title III (Achieving the Dream, Renovations), NSF, and HUD grants planning.	OFIE/Grants Development/Grants Development Process OFIE/Tactical Plan/OFIE http://ofie.kcc.hawaii.edu/images/stories/pdfs/KCC_Grants_Development_Administration.pdf
I.B	Accreditation Midterm Report Review	Midterm Report on Homepage
I.B	Development of Institutional Effectiveness Measures	OFIE/Assessment and Evaluation/Institutional Effectiveness Measures
I.B	Development of Kapiolani	OFIE/Assessment and Evaluation/Institutional Effectiveness Measures

	Engagement, Learning, and Achievement Model (KELA)	
I.B	UHCC Legislative Benchmarks	http://ofie.kcc.hawaii.edu/images/stories/Campus_visit_Fall_2010_KapCC.pdf
I.B	Development of New Campus Program Review Policy, 2011-12	
There is ongoing review and adaptation of evaluation and planning processes.		
Standard	Evidence	Weblink
I.B	Dialog with UHCC	Needed in Spring 2012
I.B	Faculty and Staff Survey, Fall 2011	OFIE/Institutional Research/Data Reports
I.B	Survey of Chairs, Fall 2011	OFIE/Institutional Research/Data Reports
I.B	Student Focus Group Results Jan-Feb 2012	
I.B	Development of Institutional Improvement Matrix	Final Presentation to PPAC March 6, 2012
I.B	Completion of Report entitled "Evaluating Our Evaluation Processes"	Initial Presentation to PPAC March 6, 2012
I.B	Development of New Campus Program Review Policy, 2011-12	Needed in spring 2012
There is consistent and continuous commitment to improving student learning; and educational effectiveness is a demonstrable priority in all planning structures and processes.		
Standard	Evidence	Weblink
I.A.1	Campus values, vision, and mission statements	OFIE/Planning/Strategic Plan

I.B.1	College-wide strategies (3 and 4) and a new ecology of teaching and learning	OFIE/Planning/Strategic Plan-page 40
I.B	Strategic Plan Performance Measure B 7	OFIE/Planning/Strategic Plan- Matrix, Pages 42-43
I.B	Tactical plans, 2009-2012, 2012-2015	OFIE/Planning/Tactical Plans
I.B II.A	Integration of student learning assessment in ARPD	http://www.hawaii.edu/offices/cc/arpd/index.php , select Kapiolani
I.B II.A	Faculty senate student learning outcomes committee	http://ofie.kcc.hawaii.edu/images/stories/Proposed_SLO_Assessment_framework_030508.pdf http://ofie.kcc.hawaii.edu/images/stories/FS_Course_Level_Assessment_Plan_11_8_2010_dlv_final.pdf
II.A	Student learning assessment in programs and courses	http://ofie.kcc.hawaii.edu/images/stories/SLO_Assessment_Progress_Report_-_October_2011.pdf
I.B	Three Year Comprehensive Program Review	Need to clean up 2006-2009 Documentation at OFIE Program Review website
I.B	Development of New Campus Program Review Policy, 2011-12	Needed in spring 2012