

Planning Rubric - Sustainable Continuous Quality Improvement Level – August 10, 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.kcc.hawaii.edu - Click on Long Range Planning 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.kcc.hawaii.edu - Click on Strategic Planning - Strategic Plan page 14, Mission, Vision and Values Statements http://uhcc.hawaii.edu/OVPCC/strategic_planning/strategic_plan_2008_2015.php http://uhcc.hawaii.edu/OVPCC/strategic_planning/index.php http://www.hawaii.edu/offices/cc/strategicplan/KAP_CC_2012_Actuals.pdf http://uhcc.hawaii.edu/OVPCC/achieving_the_dream/index.php
I.A.1, I.A.2, I.A.3, I.A.4	Planning dialog with campus and community stakeholders	ofie.kcc.hawaii.edu - Click on Strategic Planning - Strategic Plan page 21
I.A.1, I.A.2, I.A.3, I.A.4	Dialog with Policy, Planning, and Assessment Council	ofie.kcc.hawaii.edu - Click on Strategic Plan - Click on OFIE Roles, see "SP on PPAC Agenda"
	BOR Approval	Approved at UH BOR meeting, May 20, 2010 See page 91 in Self Evaluation Document (Reference endnote 1A:15, page 16)
I.B	Refining Strategic Plan, 2008-2015	ofie.kcc.hawaii.edu - Click on Strategic Plan - See pages 1-21 http://uhcc.hawaii.edu/OVPCC/strategic_planning/strategic_plan_2008_2015.php http://uhcc.hawaii.edu/OVPCC/strategic_planning/index.php http://www.hawaii.edu/offices/cc/strategicplan/KAP_CC_2012_Actuals.pdf http://uhcc.hawaii.edu/OVPCC/achieving_the_dream/index.php

I.B	Framework, Process, Context	See all links immediately above.
I.B	Campus and Community Representatives	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 21
I.B	Potential Strategies	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 24-39
I.B	Eight Campuswide Strategies	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 40
I.B	6 Outcomes 27 Quantitative Performance Measures	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 44-43 - Click on "Strategic Plan Scorecard"
I.B	Alignment with UH and UHCC Planning and Budgeting	http://uhcc.hawaii.edu/OVPCC/strategic_planning/appendixB.php ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Click on "VPCC Presentations"
I.B.1	Tactical Planning 2007-2010 tied to previous Strategic Plan 2003-2010	http://quill.kcc.hawaii.edu/page/tactical.html (2007-2010 only)
I.B.1	Refining Tactical Planning 2009-2012 tied to current Strategic Plan, 2008-2015	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Tactical Planning - Click on Strategic Planning, see Tactical Planning Framework, p.41
I.B.1	Refining Grants Planning	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Grants Development - Click on Grants Development Process
I.B.2	Title III Program 2009-2014	Alignment with Achieving the Dream http://www.achievingthedream.org/ABOUTATD/COLLEGEPROFILES/HAWAII/UNIVERSITYOFHAWAIIISYSTEM/default.tp http://uhcc.hawaii.edu/OVPCC/achieving_the_dream/index.php ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Achieving the Dream

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I.B.2, I.B.3	Title III Renovation Funds	See page 292 in Self Evaluation Document
I.B.2, I.B.3	NSF 6 major grants One for Innovation in STEM Through Institutional Integration	stem.kcc.hawaii.edu See Timeline of NSF Investments, page 24 in Self Evaluation Document See Lailima STEM Portfolio Site (bookmarked at OFIE)
I.B.4	HUD Office of University Partnerships	ofie.kcc.hawaii.edu - Click on Grants Management - Click on Success Stories See "A Study in Creative Community Partnerships: Kapiolani Community College", <i>HUD Diversity Works</i>
I.B.1-6	Integration of ARPD and strategic plan outcomes, performance measures, and strategies in tactical plans, 2009- 2012	ofie.kcc.hawaii.edu - Click on Planning - Click on "Institutional Improvement Matrix (effective August 8, 2012) ofie.kcc.hawaii.edu - Click on Tactical Planning ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on Program Review
I.B.1-6	Final Institutional Improve- ment Matrix presented at PPAC – August 7, 2012	ofie.kcc.hawaii.edu - Click on Planning - Click on "Institutional Improvement Matrix (effective August 8, 2012)
I.B.1-6	Three Year Comprehen- sive Program Review, 2006-2009, 2009-2012	ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on Program Review - Click on "Kapiolani CC Program Review Policy" -
I.B.2	Defining and Tracking of 10 Institutional Effectiveness Measures	ofie.kcc.hawaii.edu - Click on Strategic Plan, - See page 40, Collegewide Strategy 8 - Click on Tactical Planning - See OFIE Tactical Plans - See Administration Tactical Plan ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on "Evaluating our Evaluation Processes"

		<ul style="list-style-type: none"> - Click on Institutional Effectiveness Measures ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on CCSSE ofie.kcc.hawaii.edu - Click on Institutional Research - Click on OFIE Research Reports
I.B.2	Development of Kapiolani Engagement, Learning, and Achievement Model (KELA)	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on “Evaluating our Evaluation Processes” - Click on Institutional Effectiveness Measures See KELA Model, page 4, in Self Evaluation Document
I.B.1 II.A	Faculty Senate Program and Course Learning Assessment Plans	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Plan - Click on OFIE Roles, see “Learning Outcomes on PPAC Agenda” ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Student Learning Outcomes Assessment - See all Course and Program Learning Assessment Documents
II.A	Integration of student learning assessment into ARPD, Fall 2011. Integration of Program and Course Learning Reports into ARPD, Fall 2012	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on “Kapiolani CC Program Review Policy” see page 6-7. - Click on “Annual Review of Program Data” - Click on “Institutional Improvement Matrix” (effective August 8, 2012)
I.B	Strategic Plan Scorecard, 2012	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Plan - Click on “Strategic Plan Scorecard”
I.B.3	Refining Campus Program Review Policy (Spring 2012)	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on “Kapiolani CC Program Review Policy”
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	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning

	Discussion with PPAC	- Click on "OFIE Roles" see see "SP on PPAC Agenda"
I.B	Tactical Plans Support Institutional Strategic Outcomes	ofie.kcc.hawaii.edu - Click on Tactical Planning
I.B	Grants dialog -Title III (Achieving the Dream, Renovations) NSF, and HUD grants planning.	ofie.kcc.hawaii.edu - Click on Grants Development - Click on Grants Development Process
I.B	Accreditation Midterm Report Review	http://kcc.hawaii.edu/docs/CP/315/ACCJCWASC_Midterm_Report_100109.pdf
I.B	Development of Institutional Effectiveness Measures	ofie.kcc.hawaii.edu - Click on Strategic Plan, - See page 40, Collegewide Strategy 8 - Click on Tactical Planning - See OFIE Tactical Plans - See Administration Tactical Plan ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on "Evaluating our Evaluation Processes" - Click on Institutional Effectiveness Measures ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on CCSSE ofie.kcc.hawaii.edu - Click on Institutional Research - Click on OFIE Research Reports
I.B	Development of Kapiolani Engagement, Learning, and Achievement Model (KELA)	ofie.kcc.hawaii.edu - Click on "Evaluating our Evaluation Processes" - Click on Institutional Effectiveness Measures See KELA Model, page 4, in Self Evaluation Document
I.B	UHCC Legislative Benchmarks	http://ofie.kcc.hawaii.edu/images/stories/2012-4-30_JM_Spring_Visit_KapCC.pdf , slide 4
I.B	Development of New Campus Program Review Policy, 2012	ofie.kcc.hawaii.edu - Click on Assessment and Evaluation - Click on Program Review - Click on "Kapiolani CC Program Review Policy"
There is ongoing review and adaptation of evaluation and planning processes.		

Standard	Evidence	Weblink
I.B	Dialog with UHCC	Ongoing http://uhcc.hawaii.edu/OVPCC/strategic_planning/appendixB.php
I.B	Faculty and Staff Survey, Fall 2011	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Institutional Research - Click on OFIE Research Reports - See "Data Reports" - Click on Various Survey Reports - See Hard Copy Data Books for Self Evaluation
I.B	Survey of Chairs, Fall 2011	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Institutional Research - Click on OFIE Research Reports - See "Data Reports" - Click on Various Survey Reports - See Hard Copy Data Books for Self Evaluation
I.B	Student Focus Group Results Jan-Feb 2012	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Institutional Research - Click on Research Reports
I.B	Development of Institutional Improvement Matrix	Final Presentation to PPAC August 7, 2012 See PPAC Minutes <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on "Kapiolani CC Program Review Policy" see page 6-7. - Click on "Annual Review of Program Data" - Click on "Institutional Improvement Matrix" (effective August 8, 2012)
I.B	Completion of Report entitled "Evaluating Our Evaluation Processes"	Presentation to PPAC March 6, 2012 ofie.kcc.hawaii.edu ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on "Evaluating our Evaluation Processes"
I.B	Development of New Campus Program Review Policy, 2012	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on "Kapiolani CC Program Review Policy"
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.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 14, Mission, Vision and Values Statements
I.B.1	College-wide strategies (3 and 4) and a new ecology of teaching	ofie.kcc.hawaii.edu <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page 40

	and learning	
I.B	Strategic Plan Performance Measure B 7	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Strategic Planning - Strategic Plan page, pages 42-43
I.B	Tactical plans, 2009-2012	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Tactical Planning
I.B II.A	Integration of student learning assessment in ARPD	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on “Kapiolani CC Program Review Policy” see page 6-7. - Click on “Annual Review of Program Data” - Click on “Institutional Improvement Matrix” (effective August 8, 2012)
I.B II.A	Faculty senate student learning outcomes committee	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Student Learning Outcomes Assessment - See all Course and Program Learning Assessment Documents
II.A	Student learning assessment in programs and courses	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Student Learning Outcomes Assessment - See all Course and Program Learning Assessment Documents
I.B	Three Year Comprehensive Program Review	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on Comprehensive Program Review, 2006-2009 - Click on “Kapiolani CC Program Review Policy”
I.B	Development of New Campus Program Review Policy, 2011-12	<p>ofie.kcc.hawaii.edu</p> <ul style="list-style-type: none"> - Click on Assessment and Evaluation - Click on Program Review - Click on “Kapiolani CC Program Review Policy”