

First Monday Report

Focus on Accreditation:

The Importance of Planning to achieve College Goals

Issue 9, October 1, 2012



Upcoming Events:

- Oct 11 Day of Politics 2
10:00 AM – 5:00 PM
The Great Hall
- Oct 11 Weather Station
Launch
8:00 AM – 9:00 AM
Pierce College
Weather Station
- Oct 16 The District will be
conducting a Mock
Accreditation Visit
Pierce College
- Oct 26 "How the Other Half
Loves"
Performing Arts
Season Premiere
8:00 PM
LAPC Theatre

It All Starts with a Plan...

As you may recall, our six-year comprehensive accreditation visit is scheduled for March 12-14, 2013. In preparation for that visit, and because it is important for all staff and faculty members to understand the processes that support our students' programs and services, I have asked Dr. Mia Wood to contribute a series of articles explaining our various processes including: planning, program review, and student learning outcomes. The first of those articles titled *Course and Service Planning and Resource Requests* appears in this issue of the First Monday Report.

In the coming months, Dr. Wood will discuss the following topics: November – Program Planning and Resource Requests; December – College Planning and Resource Requests; February – from Annual Plan to Resource Advisory Committee Prioritizations; and March – Understanding Pierce College Decision-Making: How Committees do Their Jobs. I hope you enjoy these lively discussions focused on how we bring our plans to fruition through our governance and resource allocation processes.



A Fond Farewell to Dean Carol Kozeracki

Dr. Carol Kozeracki has been a part of the Pierce family for seven years and has decided to expand her horizons by moving to Los Angeles East College to be their newest Academic Affairs Dean. While at Pierce College, Carol's primary duties included research and planning where she provided data and information for college

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Course and Service Planning and Resource Requests

By: Dr. Mia Wood

You've trained for your job. You are a biologist, a photojournalist, a counselor, an electrician. You've got training and experience. If someone asks you a question about your job, you can answer it. You have ideas about how to do things right, not only within your specialty, but also within your department – heck, you have ideas about how the world should be! You take those ideas and you test them out. Sometimes they work, sometimes they don't. When things work, you want to find out why and do it again.

When things don't work, you want to find out why so you can avoid doing it again – or maybe you want to do it again to re-test.

The point is, you have some semblance of a theory about your work, and you most certainly have a plan for what you're going to accomplish and how you're going to accomplish it. Lacking a plan is like driving to an important meeting without a map (or GPS); lacking a plan is like performing surgery without having first consulted X-rays or other relevant guides to direct your work; lacking a

plan is like starting a race without any idea of where the finish line is; lacking a plan is like wanting a new car but having no idea whether or not you can afford it, whether or not your credit is any good, and whether or not you can cover the insurance. You just don't wing these sorts of things. So why would you wing it with what's important to you, namely your courses and services?

When you plan your course or a service, you're taking your expertise and any relevant information you can use to map

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Dr. Kozeracki leaves Pierce College

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committees, planning efforts, and enrollment management purposes. She has served as the dean for the agriculture and library departments, as well as the task force leader for the Horticulture, Animal Science, and Library Learning Crossroads building construction projects. Carol served on the Educational Planning Committee and the

College Planning Committee, which produced our recently approved Educational Master Plan and College Strategic Plan. She also chaired the Achieving the Dream Data Team and worked with the SLO coaches on the development and assessment of SLOs, including the creation of the new SLO database. Carol was also instrumental in coordinating



with the American Cancer Society to make the Relay for Life events held on campus a tremendous success for the past four years. She will still be involved in the 2013 event in April. We wish Carol great success in her new position at East College and will miss her energy and smiling face on campus.

The Importance of Planning

"It's not the plan that is important, it's the planning."

~ Dr. Graeme Edwards



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out how you're going to get from Point A (or Time A) to Point B (or Time B). You're a chemist getting ready for Chemistry 101 next spring? You need to plan out everything from what you're going to cover in your course to how many people you can reasonably tutor during lab hours to how much Krypton is in storage. You also have to plan how your course fits with other courses in the Chemistry Department, the Chemistry major (if there is one), the General Education program, transfer and articulation agreements with colleges and universities...

You're an electrician who's been told a new building is going to open its doors in January 2014 *and* you have to renovate a bunch of faculty offices? You need a plan – what you're going to

do when, what equipment you'll need, what the architect has in mind, who's using the building, whether or not you'll need (or want) to hire more electricians to get the jobs done, etc., etc. You have to plan how you're going to complete the projects.

In every case, planning requires figuring out what resources you have and what resources you need – or want-- to do your job. It's important, therefore, that you have a clear idea of what your course or services needs and wants are, and that you complete the paperwork (the Annual Plan) so that your requests can be considered and prioritized by the Resource Advisory Committee, and then forwarded to the President. This process is based on cycles of integrated planning which guides the allocation of all available resources to promote the success of our students.



Mission Statement

Pierce College is a student-centered learning institution that offers opportunities for access and success in a diverse college community. The college dedicates its resources to assist students in identifying and achieving their educational, career, and personal goals. Our comprehensive curriculum and support services enable students to earn associate degrees and certificates, prepare for transfer, gain career and technical proficiency, and develop basic skills. We serve our community by providing opportunities for lifelong learning, economic and workforce development, and a variety of enrichment activities.

Pierce College Values

- Student success and engagement
- A student-friendly environment conducive to learning
- Freedom to think, dialogue, and collaborate
- Commitment to excellence
- Access and opportunity
- Service to our communities
- Enrichment through diversity