

**Hello everyone:**

**The Norco College Strategic Planning Policy 2010-01 determines the procedures for the evaluation of planning and governance. The process described for the Academic Senate and its standing committees is as follows:**

**Annual Survey of Effectiveness of Academic Senate and Senate Standing Committees:**

**In late spring of each academic year, each standing committee and the Academic Senate will participate separately in dialogue sessions to evaluate the effectiveness of their planning and decision-making processes during the academic year. In late spring the Academic Senate will receive an executive summary from each standing committee for review and discussion at a designated Academic Senate meeting. The Academic Senate will make recommendations to and receive recommendations from each of the standing committees based on the results of the evaluation and discussion. The academic senate will report the outcome of their evaluation to the ISPC in the following fall.**

**This survey is being sent only to those serving on one or more of the Academic standing committees. You will be asked to complete this survey for each committee on which you serve. All responses are confidential and anonymous. Results will be summarized and presented in aggregate form, and will be made available campus wide.**

**Please reflect on your experience on your committee(s) in terms of your membership and involvement with the particular committee you are evaluating.**

**I thank you very much for your time and participation in this important survey.**

**Academic Senate President**

## Academic Senate and Senate Standing Committees Evaluation of Effectiveness

\* 1. Which committee are you evaluating today using this survey?

- ☐ Academic Senate
- ☐ Program Review Committee
- ☐ Distance Education Committee
- ☐ Assessment Committee
- ☐ Library Advisory Committee
- ☐ Curriculum Committee
- ☐ Professional Development Committee
- ☐ Academic Planning Council
- ☐ Teaching and Learning Committee

2. Do you feel you have a clear understanding of the structure and purpose of this committee?

- ☐ Yes
- ☐ Somewhat
- ☐ No

Additional Comments

3. Are agendas and minutes provided electronically prior to the committee meetings?

- ☐ Yes
- ☐ No

4. Are the agenda items usually completed within the meeting time?

- ☐ Yes
- ☐ No

5. Are committee members given adequate information to make informed recommendations and decisions?

- ☐ Yes
- ☐ No

6. Please rate your level of agreement with the following statements:

	Strongly agree	Agree	Disagree	Strongly disagree
All members are encouraged to be actively involved.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Discussions are collegial, and differing opinions are respected.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Participation in the committee is meaningful and important to me.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The committee charge is understood and the members work towards fulfilling the charge.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The purpose of the committee aligns well with the college mission.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall I am satisfied with the committee's performance.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Do you regularly communicate with the members of the constituent group you represent regarding key items discussed and actions taken during committee meetings?

- ☐ Yes
- ☐ No

8. Is there something that you would recommend to help the committee function more effectively?

9. Please make suggestions on how this evaluation (survey) could be improved: