

## Procedural Response to Institutional Set Standard Dip

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Dean of Institutional Effectiveness identifies a “dip” below ISS, as measured by ½ standard deviation below the 5-year average for two consecutive years.

- Shares information with IEGC and Academic Senate
- IEGC co-chairs communicate with College Council
- IEGC and Academic Senate will identify appropriate constituency for a task-force to:
  - Identify possible causes
  - Generate a plan of action and assign responsible parties to carry out each part of the plan
  - Ensure an assessment plan is in place before the action is applied
  - Report on progress to IEGC and/or College Council, as well as the Academic Senate
  - Present summative report to IEGC and/or College Council, as well as the Academic Senate

Elements that might be considered by the taskforce:

- Review of core commitments to see if any areas related to the “dip” can be enhanced
- Internal variables, e.g. FTE allocation, faculty retirement, lack of resources
- ISS levels/benchmarks, are they still reasonable/valid
- Identification and examination of existing approaches to teaching and learning, consider if revision/updating is needed
- Institutional data to guide analysis, inform discussion and identify potential gaps or impact; ensure relevance of available data or identify and request additional data
- Assess the impact of external variables on the college
- Experiences of sister colleges in District and other colleges in the region