

CSM's Action Plan for Integrative Learning Project

Project Goal: To construct an overriding vision of integrated learning at the college through institutionalizing the learning communities program

- I. **Objective:** Integrate Instruction and Student Services
Challenge: Many counselors are reluctant to become involved in new ways
 - A. **Strategy:** attend counselor meetings at least once per semester
Timeline: Spring 2004 (done in March)
Who? Mike, Jeremy, Cheryl, Jean, Elaine
 - B. **Strategy:** develop counselor menu workshop program
Product: Counselor Workshop Menu
Timeline: Fall 2004 pilot

Who? Elaine, Dean of Counseling
 - C. **Strategy:** assign counselor to each learning community
Timeline: Fall 2004 implementation
Who? Elaine, Marsha Ramezane, Dean Chowenhill, Jackie?
- II. **Objective:** Expand and maintain course offerings to 10 per year and increase faculty participation
Challenge: It is difficult to inform and involve busy faculty.
 - A. **Strategy:** target English instructors as key partners in LC's

Challenge: There is little funding available to support faculty development.
 - B. **Strategy:** ? (needs to be developed in July) ; meet with VPI; explore potential in funding mechanisms like movie night, book club, increased retention rates. Jeremy will research grant sources at July workshop.

Challenge: We are facing many troublesome technicalities in class schedules.
 - C. **Strategy:** encourage deans, VPI to take responsibility for oversight ; meet with Grace, Shirley, Deans, Eric, Marsha, Henry, Arlene, about linking classes & other technical problems
Timeline: for Spring 2005 schedules—meet in May 2004
Who? Mike, Cheryl, Jeremy, Jean
 - Challenge:** Procedures for offering an LC need to be documented and streamlined.
 - D. **Strategy:** Develop checklist for scheduling & promotion activities
Timeline: Spring 2004 (done)
Who? Elaine, Cheryl, Jean
 - Challenge:** Marketing needs much work; must become less dependent on faculty
 - E. **Strategy:** ? (needs to be developed in July)
Who? Also unknown right now

- III. **Objective:** Formalize assessment instruments and procedures
Challenge: Faculty will resist assessment that requires time and effort and is meaningless.
- A. **Strategy:** research, develop, and require use of a few key instruments
- Product:** exit interview form
Timeline: July Workshop
Who? Mike, Jeremy, Jean, Cheryl

 - Product:** survey of student engagement (or is this what we have now?)
Timeline: July Workshop
Who? Mike, Jeremy, Jean, Cheryl

 - Product:** web-based assessment forms and portfolio archive for synchronic and diachronic assessment
Timeline: Fall 2004
Who? Jeremy, Cheryl

 - Product:** reflective self-assessment memo forms for writing courses & papers
Timeline: Fall 2004
Who? Jean

 - Product:** assessment checklist form
Timeline: Spring 2004—Spring 2005 (begun)
Who? Cheryl
- Challenge:** Collecting longitudinal data is problematic.
- B. **Strategy:** work with John Sewart to set up specific criteria for studies
- Product:** retention & success studies—in sequential courses & semesters
 - Product:** transfer success rates study
Timeline: Spring 2005
Who? Cheryl
- IV. **Objective:** Disseminate all tangible deliverables to college and beyond
Challenge: We are a community college institution that has no support for individual research and limited funds for conferences.
- A. **Strategy:** expand website
- Timeline:** Ongoing
Who? Cheryl, Jeremy
- B. **Strategy:** attend and present at conferences
1. Washington Center conference
Timeline: May 2004
Who? Mike
 2. CCCC
Timeline: March 2005
Who? Daniel, Jean, Teeka, Anne

3. DeAnza Fandango

Timeline: Fall 2004

Who? Mike, Jean et al.

- C. **Strategy:** compile anthology of students' work
Timeline: July workshop
Who? Mike, Jean, Jeremy
- D. **Strategy:** write articles on our work to publish
Timeline: July workshop
Who? Mike, Jean, Jeremy
- E. **Strategy:** develop Balmy Alley video
Timeline: Fall 2005
Who? Lilya
- F. **Strategy:** submit regular updates to CSM Internal
Timeline: Fall 2004 pilot
Who? To be determined
- V. **Objective:** Look at next steps to create the overriding vision and change the paradigm.
Strategy: use July workshop to look at new ideas and come up with proposals for the future.
Who? Jeremy, Mike, Jean