

Department/Unit Name:	Department/Unit Contact:
Department/Unit Dean or Supervisor:	Date of Last Comprehensive Program Review:

Introduction and Instructions:

Annual unit planning forms a bridge between the goals and recommendations documented in Comprehensive Program Review and the college's annual resource prioritization and allocation process. This process helps departments (and the college as a whole):

- make better decisions based on data and documented needs
- link resources to program goals and activities
- create institutional memory and evidence of continuous improvement.

In Spring 2020, all departments/units completed the first version of Grossmont's new annual unit planning (AUP) process. AUP forms were due at the end of February 2020; less than a month later, the college shifted all instruction and services online in response to the Covid-19 pandemic. Covid-19 has affected almost every aspect of the college's short-term planning, but was not addressed in the 2019-20 AUP process because of the timing of the cycle.

Rather than completing an entirely new AUP for 2020-21, each department/unit is being asked to complete a brief update to its prior AUP, with a focus on how Covid-19 has affected planning and progress towards departmental/unit goals. **Before proceeding with the questions on the following page, please review your department/unit's 2019-20 AUP for context.**

Please submit your completed 2020-21 AUP Update and any relevant attachments (e.g., resource requests) to Dr. Joan Ahrens, Interim Sr. Dean of College Planning & Institutional Effectiveness (joan.ahrens@gcccd.edu), with a copy to your dean/manager.

AUP Updates are due no later than Oct. 1, 2020.

ANNUAL UNIT PLANNING: 2020-21 UPDATE

1. What have been 1-3 most significant impacts of Covid-19 on your unit?

Use this field to provide a brief (300 words or less) response.

2. What adaptations, if any, did your department make that you plan to carry into a non-pandemic environment? Are there any successful practices that you would like to share?

Use this field to provide a brief (300 words or less) response.

3. How has Covid-19 changed how your unit is planning for the next 1-3 years? *(Please refer to questions 1.5, 2.4, 3.6, and 4.2 in your 19-20 AUP for additional context.)*

Use this field to provide a brief (300 words or less) response.

4. How do you anticipate that the current Covid-19 environment will affect your department’s progress toward its goals? *(Please refer to questions 2.1 – 2.3 in your 19-20 AUP for additional context.)*

Use this field to provide a brief (300 words or less) response.

5. How has Covid-19 affected the resource needs you described in your Spring 2020 AUP? Are there any resource requests that you submitted that are no longer relevant? Are there urgent needs that require a new/additional resource request?

Use this field to provide a brief (300 words or less) response.

6. During your department discussions of the SLO assessments conducted during the last academic year, did you notice any trends that can impact this unit planning update?

Use this field to provide a brief (300 words or less) response.

7. A. Given the College’s renewed commitment to addressing systemic racism, how does your department plan to revise or expand any of your equity efforts?

Use this field to provide a brief (300 words or less) response.

B. What kinds of professional development opportunities would your department need in order to adequately address equity gaps?

- | | |
|---|--|
| <input type="checkbox"/> Data coaching | <input type="checkbox"/> Designing rubrics |
| <input type="checkbox"/> Formative assessment | <input type="checkbox"/> Active Learning Strategies |
| <input type="checkbox"/> Collaborative assessment protocols | <input type="checkbox"/> Anti-racist/abolitionist pedagogy |
| <input type="checkbox"/> Holding courageous conversations | <input type="checkbox"/> Other: |

For new resource requests, please download and complete the forms below as appropriate. Include a copy of the completed request form when you submit your 2020-21 AUP Update to Joan.Ahrens@gcccd.edu.

Resource Type	Request Form	Requests Prioritized By
Faculty Staffing	Attachment	Faculty Staffing Prioritization Committee
Classified Staffing	Attachment	Classified Staffing Prioritization Committee
Facilities	Attachment	Facilities Committee
Instructional Technology	Attachment	Technology Committee
Research and/or data analysis	Attachment	CPIE and/or PIEC

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