FOOTHILL COLLEGE
INSTITUTIONAL RESEARCH & PLANNING

MEMO

DATE:	7/31/2023
TO:	Ajani Byrd, Dean of Equity Carolyn Holcroft, Faculty Professional Development Coordinator
FROM:	Liz Leiserson, Sr. Research Analyst
RE:	13-55 Project Plenary - Year end evaluation and feedback survey results
VERSION:	V2

Introduction and context

The 13-55 Project is an initiative of the [Office of Equity](), with the goal of implementing Foothill College's Strategic Vision for Equity. The project is named for the [13 Issues and 55 Goals]() identified in the [Strategic Vision for Equity]() (SVE).

The first year of the 13-55 Project (AY 2022-23) asked 21 implementation teams from across the college to select an SVE issue/goal, localize it, create a plan for action, implement that plan, and reflect. The 13-55 implementation teams were invited to participate in 10 plenary meetings: one day-long retreat prior to the academic year and nine monthly meetings throughout the year.

The overarching goal for the year was to engage the campus, at scale, in equity work as outlined in the SVE. The goal of the plenaries was to build capacity around planning, executing, and assessing the actions.

At the end of the year, the 13-55 Project coordination team researcher administered a survey to collect feedback from plenaries' participants. The goal of the survey was to gauge overall satisfaction with the meetings, the value of the meetings' contents, and areas of growth in terms of support for the teams.

A link to the survey was emailed to 41 members of the 13-55 implementation teams following the final plenary meeting of the 2022-23 year; the survey was open for responses from June 9 to June 22, 2023.

Description of the survey:
- Administered via Microsoft Forms;
- comprised five questions: two rating scales, two multiple choice, and one open text response;
- no questions were "required";
- the survey link was emailed directly to team members, but anyone with the link could access the survey so the link could be forwarded to others;
- responses were anonymous.

How to use this data
The results of this survey represent an initial set of feedback on the first year of the 13-55 Project. The results will be used to inform the goals and support for the 13-55 implementation teams in the second

year of the project. However, because the sample size is small and the survey results represent only one implementation cycle, they are not suited to serve as a stand-alone source; the survey results should be used in context and in combination with other data.

Summary of results

There were 27 responses to the survey, representing a 65% response rate, which is well above the average for email surveys. On average, respondents completed the five-question survey in just under three and a half minutes.

Question 1

How likely are you to recommend the 13-55 plenary meetings to a colleague?

This question is a widely used, validated item known as the Net Promoter Score ®. The overall average rating given in response to this question was eight, which is considered a positive score for an NPS item.

Average responses among participants who reported attending at least seven of the 10 meetings were similar to those who attended six or fewer meetings, scores averaged 7.6 and 7.9 respectively.
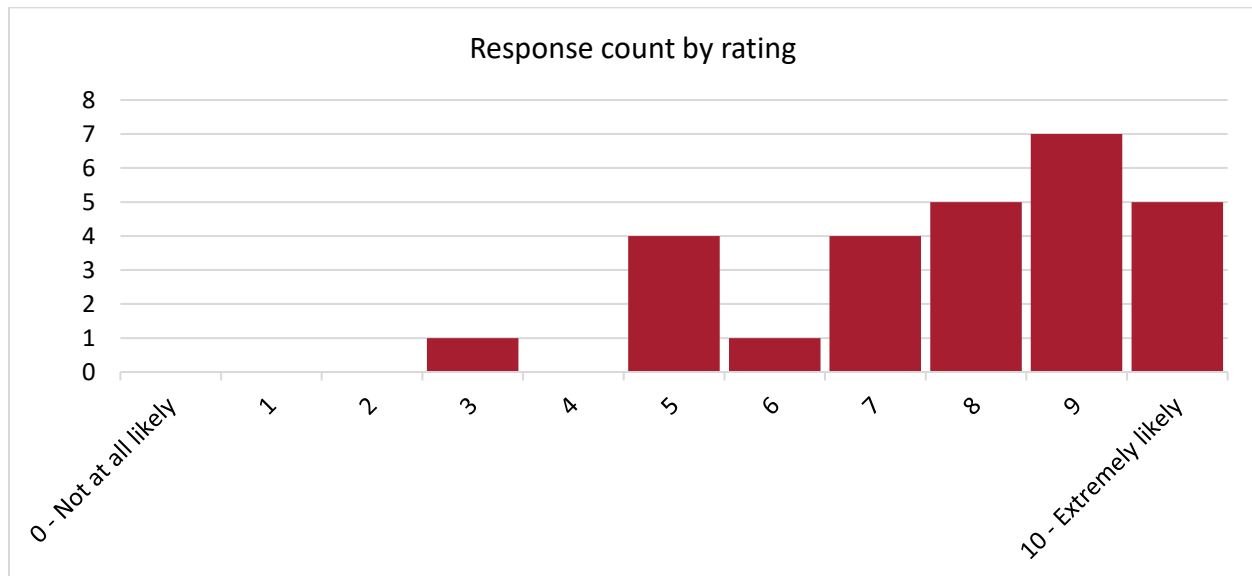
Question 2

Please rate how useful the following topics were in your work on your 13-55 Action Plan this year.

Question 2 asked respondents to score five topics from the 13-55 Plenaries on a scale from, 1 – not at all useful, to, 5 – extremely useful. For two of the topics: "Localizing the 13-55 Issue and Goal" and "Reflecting on learnings at the end of the year," the mode (i.e. most common response) was 5 ("extremely useful"). For the remaining three topics, the mode was 4 ("very useful"). The topic "Using the logic model framework to create an Action Plan" had the least number of 5 responses and the most 4 and 2 scores. The topic "Reflecting on learnings at the end of the year," was the only topic that had responses in the 1 ("not at all useful") category, suggesting a highly varied experience among participants with that topic.

Usefulness of Plenary topics

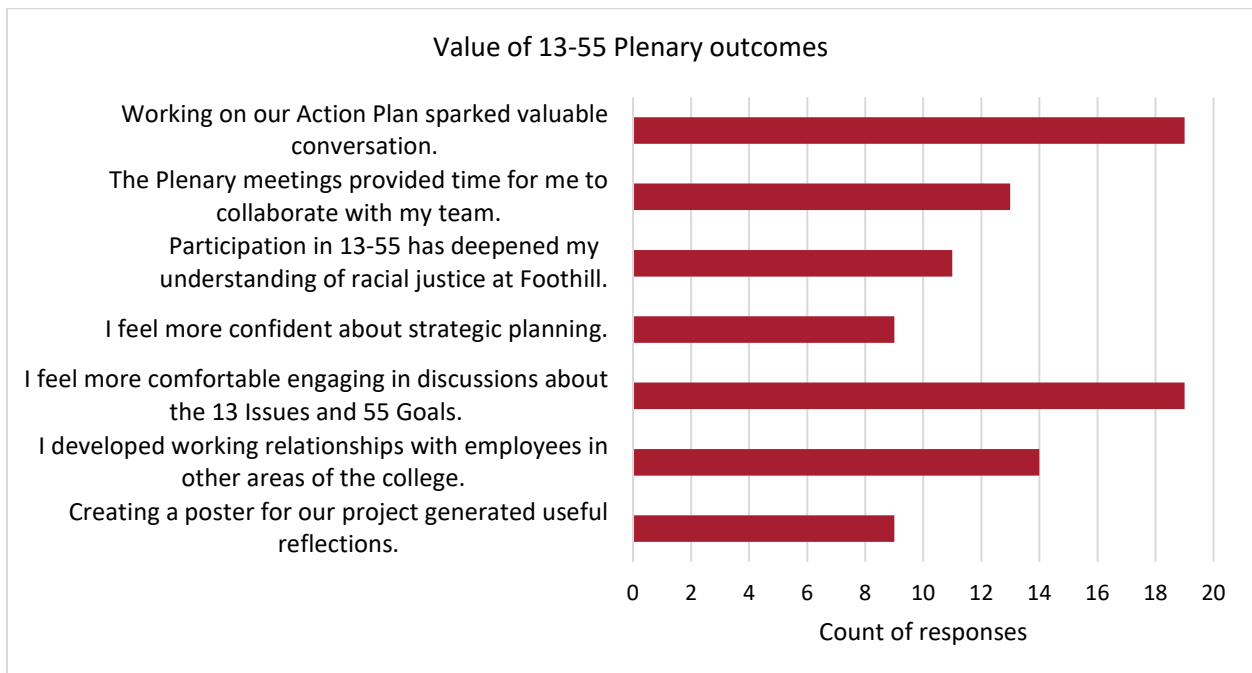| Topic	1	2	3	4	5
Considering the role of group culture		12%	23%	38%	27%
Integrating equity into outcomes		15%	15%	38%	31%
Localizing the 13-55 Issue and Goal		4%	27%	31%	38%
Reflecting on learnings at the end of the year	4%	8%	15%	27%	46%
Using the logic model framework to create an Action Plan		19%	27%	42%	12%
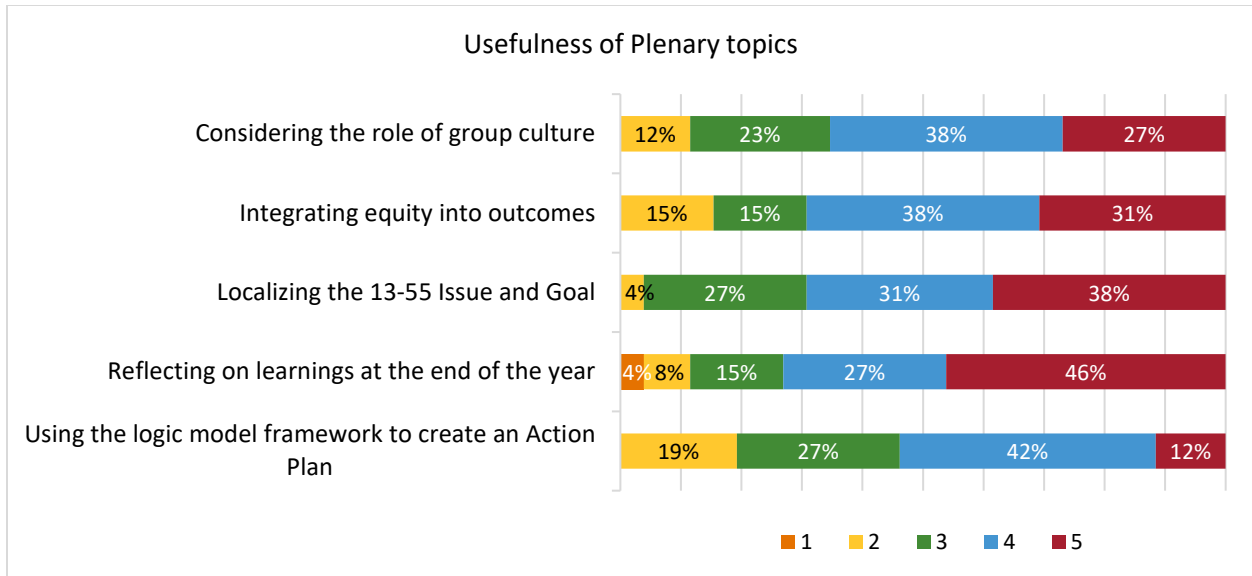
Note, the survey was administered at the end of the academic year, thus the topic with the least amount of time for participants to experience/process prior to the survey was "Reflecting on learnings at the end of the year."

Question 3

In what ways was your participation in 13-55 Plenaries valuable to your work at Foothill?

This question was a multi-select, meaning participants could indicate as many as were applicable. For each of two options, a majority of respondents (19 of 27) selected them: "Working on our Action Plan sparked valuable conversation," and "I feel more comfortable engaging in discussions about the 13 Issues and 55 Goals." The fewest respondents (9 of 27) selected the outcomes: "Creating a poster for our project generated useful reflections," and "I feel more confident about strategic planning."

Value of 13-55 Plenary outcomes

Outcome	Count of responses
Working on our Action Plan sparked valuable conversation.	19
The Plenary meetings provided time for me to collaborate with my team.	13
Participation in 13-55 has deepened my understanding of racial justice at Foothill.	11
I feel more confident about strategic planning.	9
I feel more comfortable engaging in discussions about the 13 Issues and 55 Goals.	19
I developed working relationships with employees in other areas of the college.	14
Creating a poster for our project generated useful reflections.	9

Question 4

How many of the 13-55 Plenary meetings did you attend (either all or in-part)?

The 13-55 Project implementation team members were invited to respond to the survey regardless of their participation level. There were 10 total plenary meetings. A majority of respondents (52%) reported attending 7 or more meetings. Twelve respondents (44%) reported attending 4 to 6 meetings. One respondent reported having attended one meeting.

Question 5

If there's anything else you'd like to share with the 13-55 plenary team, please leave your comments here.

Eleven respondents provided comments. The comments generally reflected one of three themes: "thank you" to the OoE team, requests for more virtual meeting options, and either the presence or absence of building connections between teams, some comments about each.

Conclusions

Overall, the survey results were very positive, and indicate the year-one goals were met. Responses suggest participants are more versed in the SVE, more able to share about the 13 Issues and 55 goals, and had more opportunities to discuss issues of equity raised in the college's Strategic Vision for Equity.

Items for consideration

- Revisiting the end-of-year activities to explore whether time-from-inquiry changes the reflections; assessment of that item may change over time and the delta could be informative.
- Devoting more time in 13-55 Project plenaries to building skills underlying strategic planning.
- Working to increase attendance at the plenaries where possible.