FALL 2024
Instruction Program Review
Annual Update
DRAFT

NOTE THAT ALL PROGRAM REVIEWS MUST BE SUBMITTED ONLINE VIA ONLINE SURVEY FORM.

THIS FORM IS PROVIDED FOR RESPONSE DRAFTING AND PLANNING PURPOSES ONLY. EMAILS WITH THE LINK TO EACH SERVICE AREA'S ONLINE MODULE WILL BE PROVIDED IN FALL 2024.

IF YOU HAVE QUESTIONS ABOUT THE Nuventive Improve PROGRAM REVIEW MODULE, PLEASE CONTACT THE INSTITUTIONAL EFFECTIVENESS, SUCCESS, AND EQUITY OFFICE AT (619) 660-4380 brianna.hays@gcccd.edu...

Program Overview and Update

1. Department(s) Reviewed:

2. Lead Author:

3. Collaborator(s) {list any person that participated in the preparation of this report}:

4. Initial Collaboration Date with Program Team (e.g., the first meeting, discussion, or asynchronous feedback date the author gathered input from other faculty within the department/discipline, faculty from other departments that work closely with the department/discipline, dean/manager, if applicable classified staff within the department): [MM/DD/YYYY]

5. Dean/Manager(s):

6. Initial Collaboration Date with Dean: Date your program met with your dean to discuss your vision, goals, and resource needs/requests [MM/DD/YYYY]

7. Program Update (Required): Please summarize the significant changes and achievements that have occurred in your program since the last program review. You can access fall 2023 program reviews on the program review webpage.

Assessment and Student Achievement

Student and Program Learning Outcome Assessment
For assistance with SLOs, please contact SLO Coordinators Tania Jabour tania.jabour@gcccd.edu or Rachel Polakoski at Rachel.polakoski@gcccd.edu. For assistance with Nuventive Improve, please contact Heyley Aubrey at Heyley.Troyer@gcccd.edu. Additional resources are provided on the Learning Outcomes and Assessment webpage

8. After looking at the SLO information for the past year in Nuventive Improve, <u>are you are on track for the 4-year assessment cycle?</u> **Note:** All course SLOs need to be assessed at least once every 4 years.

   ~~Did your program complete and submit SLO assessment in the last year? If you are unsure, check the most recent updates on your program's~~ SLO Assessment Updates~~.~~
   - ☐ Yes
   - ☐ No, please describe the department's plan <mark>to ensure SLOs are assessed every 4 years</mark> ~~update them~~
   - ~~Which SLOs did you assess in the last year?~~
   - o Which courses have not been assessed in the last 4 years?

   - o If you did not assess in the last year, please share why, including whether your program is experiencing barriers to assessment or data submission, and/or if your program would benefit from outcomes and assessment support.

9. Please share any outcomes assessment projects your program has worked on in the last year, including SLOs on Canvas, PLOs by ACP, Equitable Assessment Strategies (innovative collective/common assessments, project-based, work-based learning, student-centered, etc.), or other.

Student Achievement

Student characteristics and achievement data (both college-wide and by discipline) can be located on the [program review data webpage.](#)

10. Please discuss any equity gaps in access or success.

11. What action will the department or discipline take to address these equity gaps? If equity gaps have been reduced or eliminated, please share what the program did to achieve this. If equity gaps still exist, consider the specific steps your department will take to address equity gaps.

12. <mark>Please describe any enrollment changes (increases/decreases) over the past year and the context for these changes. For example, context for enrollment changes may include shifts in modality, class scheduling time change, using block scheduling, program specific outreach to feeder schools and community partners about the program, ACP or program in-reach events, community presentations, labor market demand, industry changes etc.</mark>

    12a. <mark>If your program has seen a significant decline in enrollment over the past year, what resources or support would be helpful to improve program enrollment and access?</mark>

13. <u>What</u> ~~How~~ has this data ~~impacted~~ <mark>revealed about the progress of the program review goals you set?</mark> ~~the goals set in your previous comprehensive program review (~~link~~) (scroll down to bottom of page)?~~

14. ~~Please describe the most significant or impactful ways your program worked across the college to advance the college's vision of equity, excellence and social justice through education over the past year.~~

15. ~~What challenges is your program still experiencing due to the disruption of operations caused by the pandemic and the need to offer services in various modalities?~~

Distance Education Course Success (If Applicable)

16. ~~Does~~ If your department offers distance education classes ~~that are approved distance education courses?~~ how do you ensure Regular and Substantive Interaction (RSI) is being implemented? {link}
Note: Distance education is defined as classes that are offered through technologies such as online fully or partially.

    For distance education teaching and learning resources, please visit the *Cuyamaca College Teaching Online webpage {link to DE Coordinator}   .*

17. ~~If there were differences in success rates for distance education (online) versus in-person sections of program courses in your last comprehensive program review, what has the department done to address these disparities?~~ *~~If online and in-person sections had comparable success rates, please describe what the program did to achieve that.~~*

Previous Goals: Update

For each of your program's goals (as noted in your fall 2023 program review annual update), please provide a goal status update and, if applicable, the results of these actions. For a list of active goals as of fall 2023, visit the program review website to access the Previously Submitted Program Reviews Fall 2023-Spring 2024 Program Reviews page

Previous Goal 1:

Goal Status:
☐ In Progress - will carry this goal forward into next year
☐ Completed
☐ Not Started
☐ Deleted

If Deleted Or Completed:
Please describe the results or explain the reason for deletion/completion of the goal:

If it is Not Started, please share why - including whether your program is experiencing barriers for starting this goal

If it is In Progress, what actions steps from the last report have been completed and which ones are you still working towards

 2022-2028 College Strategic Goal (Which College Strategic Goal does this department goal most directly support? (*Check only one*)
☐ Increase equitable access (enrollment)
☐ Eliminate equity gaps in course success (passing grade in class)
☐ Increase persistence and eliminate equity gaps (re-enrolling the subsequent semester or year)
☐ Increase completion and eliminate equity gaps (graduating with a degree/certificate, or transferring)
☐ Increase hiring and retention of diverse employees to reflect the students and communities we serve

Action Steps for the Next Year: *If you are requesting resources in order to achieve this goal, please list them below as action steps and specify the type of request (e.g., submit technology request for new laptop computers).*

What resources, if any, are needed to achieve this goal? Please select all that apply. Note that links to request forms for each request are included below. All resource requests are due on the program review deadline.
☐ New faculty position

- ☐ New classified position
- ☐ Technology
- ☐ Facilities renovation
- ☐ Supplies, equipment, and/or furniture
- ☐ Other, please specify: _____
    [Repeat as needed up to 4 goals]

New Goals

If your program is proposing any new goals *for the remainder of your program review cycle (up to your next Comprehensive Program Review)*, please state the new goal(s), summarize key action steps for the next year, and describe your plan to evaluate the outcomes/results of these actions.

New Goal 1:

 2022-2028 College Strategic Goal (Which College Strategic Goal does this department goal most directly support? (**Check only one**)
- ☐ Increase equitable access (enrollment)
- ☐ Eliminate equity gaps in course success (passing grade in class)
- ☐ Increase persistence and eliminate equity gaps (re-enrolling the subsequent semester or year)
- ☐ Increase completion and eliminate equity gaps (graduating with a degree/certificate, or transferring)
- ☐ Increase hiring and retention of diverse employees to reflect the students and communities we serve

Please describe how this goal advances the college strategic goal identified above.

Please indicate how this goal was informed by SLO assessment results, PLO assessment results, student achievement data, or other qualitative or quantitative data (from any source):

New Action Steps for this Year: *If you are requesting resources in order to achieve this goal, please list them below as action steps and specify the type of request (e.g., submit technology request for new computer hardware).*

How will this goal be evaluated?

What resources, if any, are needed to achieve this goal in the next 4 years? Please select all that apply. Note that links to request forms for each request are included below. All resource requests are due on the program review deadline.
- ☐ New faculty position
- ☐ New classified position
- ☐ Technology
- ☐ Facilities renovation
- ☐ Supplies, equipment, and/or furniture
- ☐ Other, please specify: _____
    (Repeat as needed up to 4 goals)

Faculty Resource Needs
Contact Person: TBD
Link to Faculty Position Request Form- One form must be submitted for each request

Please submit an electronic Faculty Position Request Form for each position your department is requesting. A copy of the request form is posted to the Program Review webpage (under the Staffing Request Information menu) for planning purposes.

Classified Staff Resource Needs
Contact Person: Bri Hays (brianna.hays@gcccd.edu)
Link to Classified Position Request Form- One form must be submitted for each request

Please submit an electronic Classified Position Request Form for each position your department is requesting. A copy of the request form is posted to the Program Review webpage (under the Staffing Request Information menu) for planning purposes.

Technology Resource Needs
Contact Person: Jessica Hurtado Soto (jessica.hurtadosoto@gcccd.edu)
Link to Technology Request Form- One form must be submitted for each request

Supplies, Equipment & Other Resource Needs
Contact Person: Nicole Salgado (nicole.salgado@gcccd.edu)
Link to Supplies, Equipment & Other Resources Request Form-One form must be submitted for each request

Facilities Resource Needs
Contact Person: Francisco Gonzales (francisco.gonzalez@gcccd.edu)
Link to Facilities Request Form- one form must be submitted for each request