Program Planning and Assessment (PPA)
for Academic Programs

Comprehensive Review, Annual Review & Action Plan

Spring 2015

The purpose of Program Planning and Assessment at Hartnell College is to obtain an honest and authentic view of a program and to assess its strengths, opportunities, needs, and connection to the mission and goals of the college. The process is based on the pre

I.   COMPREHENSIVE REVIEW

Please complete this section for programs/disciplines scheduled for comprehensive review in spring 2015. Go to Section II for programs/disciplines scheduled for annual review in spring 2015.

A. OVERALL PROGRAM EFFECTIVENESS

1. Describe your program in termbng

Overall effectiveness in the lab over the last many years has been questionable and has seen a decrease in the amount of studies we

GOALS

1. To serve students campus wide for a variety of technology needs. The computer center will be the one-stop shop for students in terms of providing instruction and support for technology .
2. Develop courses and/or modules on computer related topics that would serve several purposes including:
   a. remediation for students who are in need as indicated by their technology readiness assessment taken when they go through the admissions and registration process.
   b. workshops that would be offered to both students and community members
   c. self-paced credit courses
   d. self-paced non-credit courses
3. Build a library of materials to support students in their studies. This would include books, videos, tutorials and equipment.
4. Provide instructional support for DSPS students who need to work with adaptive technology.
5. Have a staff of faculty and classified workers who are trained in current technologies.
6. Have instructional equipment that is current and up -to-date in terms of technology

B. INSTRUCTIONAL STAFFING

1. In th e tabl e bel

2. What staffing factors/challenges have influ

VISION STATEMENT

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A. COURSE DATA & TRENDS

1. Please ev

2. Review the enrollment data. Describe and analyze any patterns or anomalies that you notice . What do you make of these patterns or anomalies? What actions should be taken to ensure continuous impr
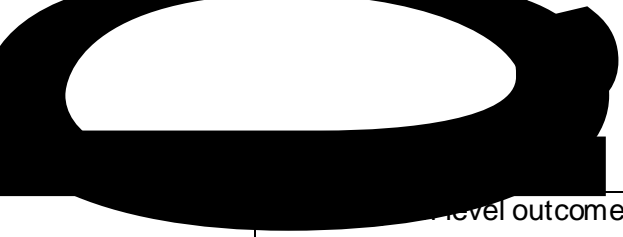
3. Review the success data. Describe and analyze aa

DEGREES AND CERTIFICATES

4. Describe the demonstrated effectiveness of the program over the past several years with levels and trends of achievement data, such as degree and certificate completions/awards.

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	...level outcome(s) scheduled for assessment in AY 15-16	Have your course level SLOs needed for this program level outcome been assessed or scheduled for assessment?

COURSE LEVEL STUDENT LEARNING OUTCOMES

4. Please complete the following tables.

List courses scheduled for SLO assessment as previously specified	In what term was the course assessed?	Was the Course Assessment Summary Report completed?
BUS 100	Will be assessed at end of Sp 201	Sp 2015
BUS 140A & E	Will be assessed at end of Sp 2015	Fall 2014
BUS 172	Will be assessed at end of Sp 2015	Fall 2014
BUS 200	Will be assessed at end of Sp 2015	Sp 2015
BUS 209A & B	Will be assessed at end of Sp 2015	Sp 2015

List courses scheduled for SLO assessment in AY 2015-16	Faculty member

E. PREVIOUSLY SCHEDULED ACTIVITIES

This subsection focuseso

3. Training opportunities for faculty	An adjunct faculty member, Ju Campos was able to attend the CUE conference in March 2015 He will be working to develop materials and implement some the innovative uses of technolo that he saw at the conference.	The main challenge is the time taken out of already busy schedules and additional jobs to attend the conferences. It a wonderful and welcome opportunity however.	Yes. Since technology is ever-changing, we nee to continue to allow for professional development opportunities for faculty.	Yes
4. Adding support materials/hardware to lab for reinforcement of content	Headphones were6.88(were6.88(were6.88(w27.2 Tm wever.)] Q q 7)5.286 43BF972B2fe1 0 0 11.0coto dus04 507.05			

1. Evaluate the success of each activity scheduled, including activities completed and those in progress. What measurable outcomes were achieved? Did the activities and subsequent dialogue lead to significant change in student learning or program success?

   Activity 1:

   A series of self-

B. RESOURCE REQUESTS

If new/additional resources are needed for your program/discipline, it is important that you id_____ _____ oject their cost, and that these resources and costs be considered through the Colleges inte_____ _et development, fundi ng decision making, and resource allocation) processes. A resource_____eded to support an activity that you have identified in II IA above, in which case you must link the resour_____ pecific activity number (first column below). All r esour ce r eque sts comple ted in the various colum ns of a specific ro w must be lin ked to the new or cont inui ng act ivity n u m ber ed on the first column of that same r ow . The first activity listed should be the most important; the second activity listed the second most important, etc. A resource could also be something necessary for your program/discipline to function properl

Priority 5: Innovation and Relevance for Programs and Services

Goal 5A: Hartnell College will provide programs and services that are relevant to the real-
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If yes, describe the action plan for completion of this activity.

d) What measureable outcomes are expected from this activity? List indicators of success.

Measureable outcomes would be:
- an increase in the enrollment of students in the lab
- an increase in technology skills of those students who are referred to the lab based on their readiness placement scores
- an increase in workshops and trainings provided to both students and community members
- an increase in the number of courses offered in the lab

e) What are the barriers to achieving success in this activity?

Barriers are:

- Time to develop the materials
- Funding to have the materials developed
- Success in coordinating the necessary pieces required to make a readiness assessment available and implemented

Computer Lab PPA

- Upgraded 10-key calculating machines.
- Equipment for DSPS students such as keyboards for visually impaired students
- Scanners

c)

*** Please complete this page for each new activity. ***
Activity #3

a) Describe the new activity or follow-on activity that this resource will support.

Training opportunities for faculty teaching in the lab.

b) Describe how this activity supports any of the following:

This activity will help to achieve Program Goal 5 and Strategic Priorities 2A, 2B and 5A.

Program Goal 5 is to have a staff of faculty and classified workers who are trained in current technologies.

Strategic Priority 1A Have a staff of faculty and classified workers who are trained in current technologies.provide higher education, workforce development, and lifelong learning opportunities   with seamless pathways   to all of the college s present and prospective constituent individuals and groups.

Strategic Priority 3B is to attract and retain highly qualified employees, Hartnell College is committed to providing and supporting relevant, substantial professional development opportunities.

Strategic Priority 4A is to support its mission, by being committed to the effective utilization of its human resources.

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d) What measureable outcomes are expected from this activity? List indicators of success.

An assessment instrument that will provide students with an indicator of their technology readiness and the subsequent learning needed to bring them to a readiness level.

e) What are the barriers to achieving success in this activity?

Barriers are:

- Time to attend training and develop curriculum and materials that reflect the use of current technologies.
- Funding

1. This item is used to describe how the new activity, or continuing new activity, will support the program/discipline.

a) Describe the new activity or follow-on activity that this resource will support.

   Collaboration with DSPS to develop courses designed for Students w/ Special Needs and to receive training on adaptive technology equipment

b) Describe how this activity supports any of the following:

This activity will help to achieve Program Goal 1, 4 and 5. Strategic Priorities 2A, 2B and 5A.

Program Goal 1 is to serve students campus wide for a variety of technology needs. The computer center will be the one-stop shop for students in terms of providing instruction and support for technology.

Program Goal 4 is to provide instructional support for DSPS students who need to work with adaptive technology.

Program Goal 5 is to have a staff of faculty and classified workers who are trained in current technologies.

Strategic Priority 2A is to provide supportive, innovative, and collaborative learning environments to help students pursue and achieve educational success.

Strategic Priority 2B is to provide a supportive, innovative, and collaborative learning environment that addresses and meets the diverse learning needs of students.

Strategic Priority 5A is focused on providing programs and services that are relevant to the real-world needs of its diverse student population, while also developing and employing a culture of innovation that will lead to improved institutional effectiveness and student learning.

c) Does this activity span multiple academic years?   YES   NO

   If yes, describe the action plan for completion of this activity.

d) What measureable outcomes are expected from this activity? List indicators of success.

   Measureable outcomes would be the enrollment of DSPS students in these courses with a successful completion rate. What that rate is would yet to be determined based on consultation with DSPS specialists.

e) What are the barriers to achieving success in this activity?

   Barriers are:

   - Time to develop the curriculum and to do the necessary coordination with the DSPS area.
   - Finding an instructor who could teach these courses to the DSPS student population. I think that would simply be a matter of advertising.
   - Having the appropriate equipment to meet the various needs of the students such as special keyboards, software such as Kurtzweiler and Zoom Text, and stations that had hydraulic lifting and lowering ability.

Annual Action Plan   Spring 2015 PPA

New and/or Continuing Activities

Activity Number	Description	Comments
Activity #1	Develop modules of instructional	

Activity Number	Description	Comments

Activity #2