

*The purpose of Program Planning ang4 0.154 Tw 2.902 0 Td [(ic)-6( 0-9(e)1(v)-9(e)1(r)1(y)2( f)-1(iv)-9(e*

*Please complete this section for programs/disciplines scheduled for comprehensive review in spring 2014. Go to Section II for programs/disciplines scheduled for annual review in spring 2014.*

## **A. OVERALL PROGRAM EFFECTIVENESS**

- 1. Describe your program in terms of its overall effectiveness over the past several years.**

*Please consider the questions below in describing your program/discipline/area.*

- x How are students/employees served by the program?*
- x What are the unique aspects of the program?*
- x How does the program relate to the needs of the community?*
- x How does the program interface/collaborate with other programs on campus?)*
- x What is working well in the program/discipline?*
- x If there is a sequence of courses in your program, what process or framework is used to*

## B. INSTRUCTIONAL STAFFING

1. In the table below enter the number of sections offered and the number of full time and adjunct faculty in your program/discipline by term over the past several years.

Term	No. of Act Secs	Full-time Faculty	Adj Faculty

2. What staffing factors/challenges have influenced the effectiveness of the program?

*[Begin response here]*

## C. CTE PROGRAMS – LABOR MARKET & ACHIEVEMENT

*Please complete this section if the program is Career Technical Education (CTE). Go to subsection D if the program is not CTE.*

- 1. Describe the demonstrated effectiveness on the program over the past several years with levels and trends of achievement data, including degree/certificate completions (awards) and employment statistics.**

*[Begin response here]*

- 2. Describe the number of, activities of, and recommendations resulting from advisory committee meetings that have occurred over the past two years. What information and/or data were presented that required or currently require changes to be made to your program?**

*(Please attach copies of meeting minutes over the past two years and a list of committee members and their respective industries/areas.)*

*[Begin response here]*

- 3. Does labor market data and/or the need for additional education indicate that changes should be made to your program? Does the program (continue to) meet a labor market demand and/or fulfill an important step toward higher/additional education?**

*[Begin response here]*

## **D. PROGRAM GOALS**

- 1. List and describe program/disciplinary goals for the next comprehensive**

*This section must be completed for ALL academic programs, including those scheduled for a comprehensive review in spring 2014.*

## **A. COURSE DATA & TRENDS**

- 1. Please evaluate the 3-year trend of enrollment and success of courses in your program/discipline. Identify the courses you are choosing to examine this**

- 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.**

*[Begin response here]*





### C. CURRICULUM

Complete the following tables pertaining to courses scheduled for review.

Course(s) for review during AY 2013-14 as specified	Faculty member(s) responsible for coding	(a) Worksheet reviewed and location	(b) Date completed and by whom
ESL 101	Jan Beck	Mar 2014	
ESL 265	Jan Beck	Mar 2014	

Course(s) for review during AY 2014-15	Faculty member(s) responsible for coding	Tag set and year — Fa 2014 Sp 2015
ESL 228	Cal Kj	F2014
ESL 258	Jan Beck	S2015
ESL 255	Cal Kj	F2014
ESL 252	Jan Beck & Cal Kj	S2015

## D. OUTCOMES

Use your Program Outcome Maps to assist you in this subsection. As you plan your course assessments, keep the higher level program outcome in mind. While course level assessment serves the purpose of examining the teaching and learning for that particular course, it also provides the data that will be viewed collectively for assessment of the associated program level outcomes.

### PROGRAM LEVEL OUTCOMES

#### 1. Please complete the following tables.

Is Program Level Outcome Specified?	What is the associated program level outcome?	Was the Program Outcome Assessed?
Given an academic reading, students will select one or more main points and produce a coherent, organized piece of writing that expresses and supports their own opinions about these points.		Yes/Jan 2014

Is Program Level Outcome Specified in AY 14-15?	Have any Level SLOs been assessed?
Given an academic reading, students will select one or more main points and produce a coherent, organized piece of writing that expresses and supports their own opinions about these points.	

**2. Describe how program level outcomes were specifically addressed by the program/discipline during the past year.**

*For example, were data gathered at the course level? Was there review and analysis of the data? How did the discipline faculty engage in discussion? Were any interventions conducted? Are there any plans to make changes to certificate/degree programs or improvements in teaching and student learning?*

Faculty at a SLO assessment site to exceed expectations  
No change had been made since the 6 years in Fall  
2013.  
Discontinue FLEX days if a faculty member is  
Faculty have a lot to say

-level SLOs



## E. PREVIOUSLY SCHEDULED ACTIVITIES

~~The following activities were previously scheduled~~

This section must be completed for ALL academic programs, whether scheduled for annual or comprehensive review in spring 2014.

## A. NEW ACTIVITIES

This section addresses new activities planned for AY 2015-16. An activity is defined as a new program, course, or service, or a significant change in an existing program, course, or service. Activities include but are not limited to:

- X NEW CURRICULUM
- X FURTHER DEVELOPMENT OF THE PROGRAM OR SERVICE
- X GRANT DEVELOPMENT AND PROPOSALS
- X FACULTY AND STAFF TRAINING
- X MARKETING/OUTREACH
- X ENROLLMENT MANAGEMENT
- X STUDENT SERVICES
- X ADMINISTRATIVE SERVICES
- X SUPPORT OPERATIONS
- X FACILITIES

**1. List information concerning new projects or activities planned. Please keep in mind that resources needed, if funded, would not be approved until spring 2015 and provided until FY 2015-16. Ongoing activities involving resources that will no longer be available from grant funds starting FY 2015-16 must be planned for appropriately.**

Activity	Strategic Plan Goals and Objectives (e.g. 5A)*	Related Courses/SLOs/PLOs	Deadlines	Resources Needed	Personnel	Estimated Cost (include human resources)	Comments
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1. computerize 2A, 4A  
ESL assessment 4C, 1s

student  
affairs/  
dean of  
student

\*\*\* Please complete this page for each new activity:\*\*\*

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

Consider

- Faculty
- Officers
- Faculty
- Equipment - (e.g., \$5,000), (e.g., \$5,000), (e.g., \$5,000)
- Software
- Hardware
- Other resources
- Travel
- Travel
- Library materials
- Science laboratories

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

One of the primary objectives of the program is to provide students with a high-quality education that prepares them for the workforce. This activity will support the program's goal of providing students with a high-quality education that prepares them for the workforce. The activity will involve the purchase of new equipment and software for the program's laboratory. The equipment and software will be used to support the program's goal of providing students with a high-quality education that prepares them for the workforce. The activity will also involve the purchase of new equipment and software for the program's laboratory. The equipment and software will be used to support the program's goal of providing students with a high-quality education that prepares them for the workforce.

We can ensure that the program is up-to-date and that the equipment and software are of the highest quality.

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

- 1) Core Competency
- 2) Program level Outcome
- 3) Course level Outcome
- 4) Program/Discipline Goal
- 5) Strategic Priority Goal

[Begin response here]

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

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

[Begin response here]

**d) What measureable outcomes are expected from this activity?**





# APPENDIX A. Strategic Priorities & Goals (from Hartnell College Strategic Plan 2013-2018)

Pr: ~~Str~~ Acces

Goal A: ~~Hartnell College will provide a high quality education for all students, with a focus on career and technical education, and will ensure that all students are prepared for the workforce.~~

Pr: ~~Str~~ Acces

Goal A : ~~Hart~~

