



## Administrative Program Review Template

Year : 
 Program :

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- Program Information
- Critical Reflection of Assessment Activities
- Evaluation of Previous Plans
- Planning
- Resource Requests
- Author Feedback
- PRC Response

### 4.1 Program Plans

Based on data analysis, student learning outcomes and program indicators, assessment and review, and your critical reflections, describe the actions to be taken for the next academic year in order of importance (from #1 at the top = highest priority and down from there).

Please be specific. This section and section 6 should include a detailed justification so that the resource prioritization committees understand your needs and their importance. Plans should be actionable, measurable and not just resource requests.

[List related institutional planning goals.](#)

#	Program Plans	Related Institutional Planning Goals	Relationship to Previous Assessment	Expected Impact on Program/Student Learning	Resources Needed	
1	Increase number of professional development opportunities and offer professional development opportunities that match the needs identified by each classification in the Fall 2018 Professional Development Survey.	EP.1.6.3 SP 1.6.4 Enhance professional development efforts focused on innovation and that progress a professional learning network.	Increased access to training for all employees to maintain/improve /enhance skills to better serve students in and out of the classroom.	Professional Development for continued staff development.	No	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Raise Priority"/> <input type="button" value="Lower Priority"/>

2	Update Human Resources website for a greater Payroll presence.	SP4.4 Technological Relevance: Improve Efficiency through Technology.	To support district goal of IBB practices being a part of CR culture.	All staff understanding each others interests in problem solving; ability to resolve issues at lowest level possible.	No	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Raise Priority"/> <input type="button" value="Lower Priority"/>
3	Develop strategies to increase diversity within applicant pools.	EEO Plan	The Human Resources Survey as well as an evaluation of the pools of applicants in our recruitments indicate a need for more diverse applicant pools.	Increase diversity within applicant pools would increase diversity within employees to better match student demographics.	No	<input type="button" value="Edit"/> <input type="button" value="Delete"/> <input type="button" value="Raise Priority"/> <input type="button" value="Lower Priority"/>
					No ▾	<input type="button" value="Add"/>

**The vision for success goals are institutional planning priorities for the next several years. You can find the full Vision for success document at this link ([Vision for Success Goals](#)). Please comment on how your area is planning to address the following during this academic year:**

- 1. Increase the number of completers (including AA-T degrees, AA/AS degrees, and certificates)**
- 2. Decrease the number of average total units a student must take to complete (For example, a discussion of Guided Pathways work in your area might be appropriate here, or larger efforts your area is undertaking to decrease total units to completion)**
- 3. Equity (What is your area doing to promote equity across student groups?)**
- 4. Increase the number of students finding living-wage work in a related field of study (CE areas only need to complete this section)**

Increasing the number of professional development opportunities will increase employee`s knowledge, skills and abilities to support the District`s mission of putting student success first.

Increase diversity within employees to better match student demographics will allow students more staff and faculty they will identify with.