2017-18 Service Area Comprehensive Program Review

DEPARTMENT/PROGRAM	
DESCRIPTION/PURPOSE	
SUBMITTED BY:	
AREA DEAN/DIRECTOR	
AREA VICE PRESIDENT	

I. INSTITUTIONAL GOALS

A	B	C	D	E
A. Student Success Our primary goal is to promote student success. We define success as students achieving their educational goals. This success is reflected in students' performance at Imperial Valley College as well as in their later achievements in education and the workplace. We also look at the intellectual skills that students develop while at Imperial Valley College, such as critical thinking and the ability and desire to engage in lifelong learning. Student success also measures the education of the whole person for engaging in an increasingly complex and interconnected world. A1. Focusing on Educational Goal Achievement. A2. Coordinated Strategy to Address Full-Time Younger Students A3. Closing the Achievement Gap A4. Comprehensive Student Support Services A5. Student Assessment A6. Capacity to Address Changing Community Demographics A7. Campus and Community Engagement	B. Teaching & Learning Effectiveness We are committed to providing the highest quality instructional programs in transfer, career technical education and general education, using the best current and emerging instructional methods and technologies. The college promotes flexible teaching and learning methods to support the success of its diverse student population. B1. Distance Education B2. Enhanced Program Coordination and Development B3. Basic Skills Program	C. Access & Growth As a community-based institution, Imperial Valley College strives to be responsive to the growing communities within the district. To meet the challenges of population growth, we pursue new delivery approaches to provide a high level of access to education. We also provide comprehensive support services to assure access by reducing or eliminating significant barriers and by promoting diversity. We are committed to ensuring that students from a wide variety of backgrounds have an equal chance to achieve their educational goals. C1. Enrollment Management Plans C2. Student-Centered Enrollment Process	D. Community, Economic & Workforce Development We seek to promote the health and economic vitality of the region. As a community resource, Imperial Valley College contributes to community life through partnerships, staff involvement in civic affairs, and programs that are open to the public. The college also supports economic development through its occupational programs and partnerships with business, labor, and industry. D1. Responsive Economic Development and Workforce Preparation Programs D2. Community Philanthropy & Resource Development	D. Community, Economic & Workforce Development We seek to promote the health and economic vitality of the region. As a community resource, Imperial Valley College contributes to community life through partnerships, staff involvement in civic affairs, and programs that are open to the public. The college also supports economic development through its occupational programs and partnerships with business, labor, and industry. E.1 Institutional Capacity for Diversity E.2 Staffing E.3 Business and Human Resource Process Streamlining E.4 Participatory Decision Making E.5 Promoting Health, Wellness and Safety E.6 Professional Development E.7 Internal Communications E.8 External communications E.9 Organizational Culture and Values E.10 Sustainable Development Practices and Programs E.11 Prudent Financial Management

II. PAST PROGRAM GOALS

EVALUATION OF OBJECTIVES FROM PREVIOUS PROGRAM REVIEW CYCLE
- **SPOL Planning Module:**
  - Provide an assessment (status update) of each objective <u>and </u>task in year 2016-2017.
  - Ensure each objective is labeled as "completed," "closed," or "partially completed-will complete next year," for the 2016-17 year'.
  - Assessment should address any impact on student achievement or program improvement
  - Attach any supportive documentation, reports, presentation and URL links in SPOL.

A. PRESENT – DATA ANALYSIS AND PROGRAM HEALTH – ACCREDITATION

1. Use data pertinent to your program/department. Include qualitative and quantitative data. Use survey-evaluation results and other relevant data to assess program/department effectiveness. Evaluate the strengths, weaknesses, challenges and opportunities, providing thorough interpretation of data.   Narrative only. ***Attach electronic excel file with graphs or trend data, do not include them in the narrative below***.

   a. <u>Strengths</u>
      Discuss what you do well in your program/department.

   b. <u>Weaknesses</u>
      Discuss areas in your program/department that need improvement.

   c. <u>Opportunities</u>
      Discuss opportunities for program improvement.

   d. <u>Challenges</u>
      Discuss obstacles/barriers that may influence program improvement.

   e. <u>Program changes</u>
      What program changes, if any, do you expect to have a positive effect on students?

2. Summarize revisions, additions, deletions, and alternate delivery methods to your program based on the last program review.

<u>FUTURE</u> Program Objectives

Please make sure you have "SMART" PROGRAM OBJECTIVES (Specific, Measurable, Attainable, Relevant, Time-Limited)

In the **SPOL Planning Module,** **provide one goal for the each planning year.**

- o Future objectives should be related to program improvement, growth, unmet needs or other issues from Section II. B.
- o Each goal must address at least <u>one</u> of the institutional goals.
- o Make sure your objective is not dependent on a budget enhancement request.
- o Any supportive documentation or URL links can be uploaded in SPOL.

2018-19 PROGRAM OBJECTIVE(S)	INSTITUTIONAL GOAL(S) (Select 1 primary goal)

Identify 2018-19 Objective(s):	☐ **1 Mission &**
Objective Description:	**Effectiveness** (primary?)
	☐ 1.1 ☐ 1.3
Task(s) one or more tasks to complete this objective/goal	☐ 1.2 ☐ 1.4
A.	
Timeline/Target Date for Completion:	☐ **2 Student Learning**
B.	**Outcomes** (primary?)
	☐ 2.1 ☐ 2.4
Timeline/Target Date for Completion:	☐ 2.2 ☐ 2.5
C.	☐ 2.3 ☐ 2.6
Timeline/Target Date for Completion:	☐ **3 Resources**
How will this objective be measured?	(primary?)
	☐ 3.1 ☐ 3.4
How will the completion of tasks identified improve student/program success?	☐ 3.2 ☐ 3.5
	☐ 3.3
Who are the responsible parties and assigned user(s)?	
Please fill the section below only if your tasks require a budget enhancement request – if you have more than one task requiring a resource request, please copy and paste the sections below.	☐ **4 Leadership &** **Governance** (primary?)
Identify Task:	☐ 4.1 ☐ 4.4
	☐ 4.2 ☐ 4.5
☐ Facilities ☐ Marketing ☐ Technology ☐ Professional Development ☐ Staffing ☐ Administrative	☐ 4.3

Timeline/Target Date for Completion:		
Expense Type (mark all that apply)	**Funding Type**	**Budget Request**
☐ One-Time ☐ Recurring ☐ Legally Mandated	☐ General District ☐ Categorical (Specify)	$

If you have more than one objective, please replicate the sections above.

2018-19 PROGRAM OBJECTIVE(S)	INSTITUTIONAL GOAL(S) (Select 1 primary goal)
Identify 2018-19 Objective(s):	☐ **1 Mission & Effectiveness** (primary?)
Objective Description:	☐ 1.1 ☐ 1.3
Task(s) one or more tasks to complete this objective/goal	☐ 1.2 ☐ 1.4
A.	
Timeline/Target Date for Completion:	☐ **2 Student Learning Outcomes** (primary?)
B.	☐ 2.1 ☐ 2.4
Timeline/Target Date for Completion:	☐ 2.2 ☐ 2.5 ☐ 2.3 ☐ 2.6
C.	
Timeline/Target Date for Completion:	☐ **3 Resources** (primary?)
How will this objective be measured?	☐ 3.1 ☐ 3.4 ☐ 3.2 ☐ 3.5
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2018-19 PROGRAM OBJECTIVE(S)	INSTITUTIONAL GOAL(S) (Select 1 primary goal)
Objective Description:	☐ **1 Mission & Effectiveness** (primary?) ☐ 1.1 ☐ 1.3 ☐ 1.2 ☐ 1.4
Task(s) one or more tasks to complete this objective/goal	
A.	
Timeline/Target Date for Completion:	☐ **2 Student Learning Outcomes** (primary?) ☐ 2.1 ☐ 2.4 ☐ 2.2 ☐ 2.5 ☐ 2.3 ☐ 2.6
B.	
Timeline/Target Date for Completion:	
C.	☐ **3 Resources** (primary?) ☐ 3.1 ☐ 3.4 ☐ 3.2 ☐ 3.5 ☐ 3.3
Timeline/Target Date for Completion:	
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Who are the responsible parties and assigned user(s)?	☐ **4 Leadership & Governance** (primary?) ☐ 4.1 ☐ 4.4 ☐ 4.2 ☐ 4.5 ☐ 4.3
Please fill the section below only if your tasks require a budget enhancement request – if you have more than one task requiring a resource request, please copy and paste the sections below.	
Identify Task:	
☐ Facilities ☐ Marketing ☐ Technology ☐ Professional Development ☐ Staffing ☐ Administrative	

Expense Type (mark all that apply)	Funding Type	Budget Request
☐ One-Time ☐ Recurring ☐ Legally Mandated	☐ General District ☐ Categorical (Specify)	$

Timeline/Target Date for Completion:

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