2020-2021 Program Review Progress Report – [program name]

This is the [program name] Program Review Progress Report to be submitted by November 3, 2021 to the program’s Administrator and published by the Administrator by November 18, 2021. The report should cover events during the academic year 2020-2021 and resource allocation requests for 2022-2023.

SLAPEC recognizes that the COVID-19 pandemic had an impact on programs and may impact the responses and reflections programs are asked to provide in this progress report. SLAPEC encourages programs to reflect on technological and structural changes made because of the pandemic to continue the college’s commitment to serving students.

Primary Contact Information, Contributors and Roles Table

Instructions:
Enter the name of the program’s Primary Contact person and their role within the program. Then, add to the list any additional contributors along with their roles.

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<tr>
<th>Name</th>
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Goals and Objectives – Prior

Instructions:
To complete this section on Goals and Objectives (Prior), the Program Coordinator may have to leave this program review and, if not yet entered, enter the program’s goals from the most recent program review into eLumen.

1. Entering goals is done via the Org Management tab, in the Department Profile section (see separate instructions for more detailed guidance on this process under Help and Information on the Program Review tab at the SLAPEC website).
2. Once the prior goals are entered, go back to the Strategic Planning, Initiatives section and select “To Design Mode.” In here, the program’s goals are linked to this section by clicking the flag in the blue header of this section, next to the version information.
   a. Please make sure to choose the “Multiple Level Benchmark” rubric from the dropdown menu while linking these goals.
b. Once this step is complete, go back “To Active Mode” and complete the steps outlined below.

For the program's goals from its most recent full program review and program review progress report, please complete the following steps:

- Click on the flag in the blue header of this section (next to the version information).
- For each previous goal, check the box indicating progress made.
- For past goals still in progress, add action plans and any resource requests needed to close the loop on these in eLumen.

If the program is requesting funding beyond its baseline budget (see each program’s baseline budget here), it will also need to complete the separate Program Review Resource Request (PRRR) form from the Budget and Resource Advisory Council (BRAC) in addition to this Program Review. The form to submit budget requests over and above your baseline budget will be available from BRAC at the beginning of October 2021.
  - Note if the program has multiple resource requests the online PRRR form will need to be completed for each one.
  - The separate PRRR form is based on the rubric developed by BRAC. Note that the rationale provided in this Program Review Progress Report will be requested by BRAC.

After completing the above steps, reflect on the impact that goals successfully marked as “Met” or “Almost Met” have had on the program.

Reflect on the impact that goals successfully marked as “Met” or “Almost Met” have had on the program. Discuss how meeting these goals led to, or will lead to, improved student outcomes and student success.

Reflect on any challenges faced by the program in meeting its goals.

After reflecting on the successes and challenges faced by the program in closing the loop on its goals, please answer the following:

- If the program has been allocated additional resources, how did they help the program meet its goals and improve student success?
- Alternatively, if the program requested resources that were not allocated, what is the impact on the program?
Goals and Objectives – New

Instructions:
Each program is asked to come up with a new goal for this Program Review Progress Report that ties to either the Vision for Success Goals (found here), the college’s new Educational Master Plan Goals (EMP, found here beginning on page 70), or the Guided Pathways Pillars as incorporated in the college’s EMP. The program may also wish to consult the “EMP Strategic Implementation Action Items” document for specific action items programs can implement that tie into the EMP goals and objectives (for now found as an attachment). Note your program may have already created this new goal during Spring 2021 as requested by Provost Gleixner. When entering the new goal(s) into eLumen please indicate, at the end of the goal in parentheses, the connected VFS and/or EMP goal. For example, “2021-2022 Eliminate the equity gap (VFS #5 -and- EMP #4.1).”

To complete this section on Goals and Objectives (New), the Program Coordinator may have to leave this program review and, if not yet entered, enter the program’s new goal(s) into eLumen.

1. Entering goals is done via the Org Management tab, in the Department Profile section (see separate instructions for more detailed guidance on this process under Help and Information on the Program Review tab at the SLAPEC website).
2. Once the new goal(s) is entered, go back to the Strategic Planning, Initiatives section and select “To Design Mode.” In here, the program’s new goal(s) is linked to this section by clicking the flag in the blue header of this section, next to the version information.
   a. Please make sure to choose the “Multiple Level Benchmark” rubric from the dropdown menu while linking these goals.
   b. Once this step is complete, go back “To Active Mode” and complete the steps outlined below.

For the program’s new goal(s), please complete the following steps:
- Click on the flag in the blue header of this section (next to the version information).
- For each new goal, check the box indicating “no progress”.
- Then, add action plans and any resource requests needed to accomplish the new goal(s) in eLumen.
- If the program is requesting funding beyond its baseline budget (see each program’s baseline budget here), it will also need to complete the separate Program Review Resource Request (PRRR) form from the Budget and Resource Advisory Council (BRAC) in addition to this Program Review. The form to submit budget requests over and above your baseline budget will be available from BRAC at the beginning of October 2021.
  o Note if the program has multiple resource requests the online PRRR form will need to be completed for each one.
  o The separate PRRR form is based on the rubric developed by BRAC. Note that the rationale provided in this Program Review Progress Report will be requested by BRAC.
After completing the above steps, discuss what the program anticipates the impact the goal’s action plan(s) will have on student success as tied into the VFS, EMP, or GP goals.

Discuss the anticipated impact of the new goal’s action plan(s) on student success as tied into the VFS, EMP, or GP goals. How will the program measure success? If the program added resources requests tied to the action plan(s), how will those resources be used?

Student Learning Outcomes

Instructions:
Student learning outcomes and the actions programs take in response to SLO results are a critical component of integrated planning for the college. Reviewing the SLO results, discussing the impact of actions taken by the program, and providing that substantive summary allows SLAPEC to identify successes in student learning and challenges still to be faced for continued improvement. This section asks programs to discuss the impact that SLO results have had on student success, the impact that additional resources received have had on student success, and how new resource requests will improve student learning.

Please reflect on how the program has reviewed SLO results.

• How has the program conducted on-going discussions related to SLOs and results of SLO assessments? How are those discussions documented? Share any processes implemented to ensure continued discussion of the program’s SLOs.
• What did the program learn from discussing the SLO assessment results? What successes and/or challenges did the program experience in learning from the SLO results?

Please reflect on the impact actions taken by the program have had on student success.

• How have the program’s SLO assessments and SLO discussions produced a positive impact on student success? What changes has the program made (or does it plan to make) to improve student success?
• What impact did (or would) additional resources have on improving student learning? Do any institutional changes need to be made to help the program improve student success?
Eliminating the Equity Gap

Instructions:
As an institution and as educators, we want to eliminate the equity gap (i.e., eliminate the disparity in opportunity, academic performance, and/or educational attainment between different groups of students; especially groups defined by socio-economic status, gender, race/ethnicity, and ability). This section asks programs to think of ways to better understand the experiences and needs of students.

In the most recent full program review and program review progress report, programs were asked for suggestions to support efforts to eliminate the equity gap.

- Did the program try any of the suggestions from the previous program review? Please reflect on the results.
- What suggestions does the program have that would support the effort to eliminate the equity gap at the classroom or pedagogical level?
- What suggestions does the program have that would support the effort to eliminate the equity gap at an institutional level?

In the 2019-2020 Program Review Progress Report, programs were asked to identify at least one barrier the program’s students face in achieving success and to provide a plan to alleviate that barrier in the next year. What was the barrier identified and what progress was made towards alleviating that barrier for students? How did the program measure and assess its progress?

How has the program reviewed its curriculum and/or processes to ensure its courses and processes are culturally inclusive, engaging, and respectful to all students? Identify materials and resources the program can use.

Conclusions
After program reviews are submitted and read, SLAPEC looks for overarching, institutional-level themes in the strengths and challenges across all programs to report to the college.

Please summarize the program's strengths and challenges, and then include any special program highlights from the past year that can be shared with the campus.

**Instructions:**
In the following question please summarize the program’s strengths.

**What general conclusions can be drawn about the program's strengths?**

**Instructions:**
In the following question please summarize the program’s challenges.

**What general conclusions can be drawn about the program's challenges?**

**Instructions:**
Include any special program highlights from the 2020-2021 academic year that can be shared with the college.

**What are one or two highlights from the 2020-2021 academic year that the program would like to share with the college? For example: student success stories, faculty achievements, innovative initiatives, etc.**

**Administrative Review and Signature**

**Instructions:**
This section is for the Administrator or Dean to acknowledge that the Program Review has been read. Please indicate your name and position below and include any comments or feedback.

**I have read and reviewed this Program Review.**