

DATE: February 18, 2014
TO: Members of the President's Cabinet
SUBJECT: PROGRAM REVIEW ANNUAL REPORT, 2013-2014

Following this memo are the annual reports submitted by the Program Review Committee.

Each report contains the following information:

- The name of the program/service area and lead writer(s)
- The name of the assigned Program Review Committee liaison
- A summary of the program review areas completed by the lead writer, including those that were optional
- A summary of the program or service area's goals, with updates, and resource requests

This report has a companion document, the *Program Review Summaries Report, 2013-2014*, which contains the summary provided by each lead writer, describing the current status of the program. As with this report, each program or service area is arranged according to school or division.

PROCESS

The 2013-2014 Program Review process consists of:

- a one-semester process that occurs in the fall to align with budget development in the spring, such that:
 - all supplies, equipment, and facilities requests will be forwarded to the Budget Allocation Recommendation Committee in spring 2014
 - all personnel requests will be forwarded appropriately to either the Faculty Hiring Priorities Committee or the Classified Hiring Priorities Committee in spring 2014
 - all personnel requests for additional reassigned time, ESUs, or temporary part time classified positions will be forwarded to the executive staff
 - all requests for additional FTEF will be forwarded to the Vice President, Instruction
- a fully automated process
 - hosted through TaskStream, which is available 24/7 for work and review by authorized program/service area personnel to assure collaboration and provide adequate access for inputting information
- an "update" format
 - the College now uses a three year cycle, with a comprehensive review in year one, followed by two years of updates; this year was the second and final update of a three year cycle
- a system of checks and balances
 - program reviews are the responsibility of the entire program or service area in that there is a lead writer, but the lead writer must collaborate with program or service area colleagues, chair or supervisor, and dean or manager during the formative stages of the draft
 - a Program Review Committee liaison is assigned to each lead writer to provide support in understanding the process and the expectations of the questions asked in the document
 - the Committee Co-Chairs provide a second level of support to lead writers
 - prioritizing committees for resource allocation provide direct support to lead writers via training sessions, support materials (including rubrics), and on-going interaction throughout the process

- accuracy is assured via a reconciliation process initiated by the Program Review Administrative Co-Chair, using the following protocol:
 - submitted program reviews are reviewed and summarized into a spreadsheet, by school or division, where goals are recorded, along with any resource requests
 - deans or managers receive a copy of the spreadsheet to review with appropriate lead writers within the school or division and record any discrepancies observed between what was submitted in the program review and what appears in the spreadsheet
 - deans or managers then notify the Administrative Co-Chair of such discrepancies, which are validated in the original program review document, and then acted upon in the spreadsheet
 - the finalized spreadsheet then informs resource allocation for spring

Description of 2013-2014 Cycle

The program review update consists of the following components:

- overall summary of the program review
- update of significant factors affecting the program/service area since the previous year
- review of Instructional Key Performance Indicator data including:
 - student demographics
 - student retention and success
 - productivity
- data section for program or service area-specific analysis
- SLO and/or AUO analysis, with implications for practice
- follow up on outcomes of any resources allocated through the program review process, specifically addressing the impact on student learning
- goals update section
- optional new goals section
- optional new faculty hiring request form
- optional new classified hiring request form

Programs and service areas had the option of rolling forward their goals and resource requests from the previous year's document, or adding new goals and resource requests. In the case of new personnel requests, the Faculty Hiring Priorities Committee and the Classified Hiring Priorities Committee required that lead writers complete a newly revised application for the current year. Training and rubrics were provided by appropriate committees for all resource requests.

The timeline included targeted dates for lead writers to submit their documents to their deans/managers and chairs/supervisors, and liaisons for mid-point review. This was to provide structure to assure collaboration. Final documents were submitted one month later. They were reviewed and signed electronically by the dean or manager before going to the liaison for final evaluation. The annual report was based upon the Liaison Final Evaluation, which was submitted by the liaison, and an overview of goals and resource requests summarized by the Program Review Administrative Co-Chair. The companion summaries report consists of work submitted by the lead writer within the program review document.

Of the College's 77 programs and service areas participating in Program Review, 75 submitted their completed documents by the deadline. The Business Administration program did not complete or submit a program review this year, nor did it request an extension. The Hospitality program requested and received a one week extension due to extenuating circumstances with unexpected staffing changes in the fall. The program submitted its program review within the one week extension period.

2012-2013 Faculty Hiring Priorities Cycle and Application Revision

In the weeks prior to the beginning of fall semester, 2013, the College received funding for 13 new faculty members, with a hiring date of spring, 2014. Following the protocol set forth in the College's Integrated Planning Manual, these positions were filled using the Faculty Hiring Priorities List generated from the 2011-2012 Program Review cycle.

At this same time, the College was notified that it would be funded for a second round of hiring with a start date of fall, 2014. These positions would be funded based upon the Faculty Hiring Priorities List to be generated from the 2012-2013 Program Review cycle. The applications had not yet been reviewed or prioritized by the Faculty Hiring Priorities Committee, as they were scheduled for prioritizing in October 2013. After consultation with college leadership, the President made the decision to reopen the 2012-2013 applications to those who had submitted them during the 2012-2013 Program Review cycle. This action was taken to assure that all lead writers were trained in the use of the Faculty Hiring Priorities Rubric in responding to the questions asked in the application, and that they had access to the rubric-required Tenured/Tenure Track Faculty to Adjunct Ratios. The applications were reopened in TaskStream for a three week period for those programs that had an existing application on file. During this period, the Faculty Hiring Priorities Committee provided three separate training sessions, with the PowerPoint presentations posted to the Program Review Lead Writers' Resources website. The Office of Institutional Effectiveness provided updated Tenured/Tenure Track Faculty to Adjunct Ratios and distributed them to all participating lead writers, along with instructions on how to use them in responding to the specific question addressing this metric.

All applications were due on September 18, 2013 and were delivered to the Faculty Hiring Priorities Committee for prioritizing on September 20, 2013. The Committee completed their prioritizing process within two weeks and forwarded their list to the Planning and Institutional Effectiveness for review, and then to President's Cabinet, to receive and recommend it to the President.

The 2013-2014 Program Review Cycle began September 27, 2013, with the initial college-wide training session for lead writers and chairs, and finished on December 3, 2013, with the deadline for submission at midnight. Of note, the Faculty Hiring Priorities Committee created a new application for the 2013-2014 cycle, so those applications completed and re-submitted on September 18, 2013 could not be repurposed for the 2013-2014 cycle. The Faculty Hiring Priorities Committee provided a new round of training and support for lead writers completing the 2013-2014 application.

Challenges with Growth

The Program Review Committee now supports 77 program reviews. Next year, with the addition of the administrative staff, it will grow to 90 program reviews. Capacity has become a challenge, and the committee will be requesting four more faculty members, one more administrator, and one more classified staff member.

Response to 2012-2013 Program Review Recommendations

In the *Program Review Committee Recommendations for Summer Work 2013*, submitted to President's Cabinet on May 2, 2013, the committee identified nine recommendations for the coming year, based upon its evaluation of the 2012-2013 process. The Committee enacted or addressed eight of the recommendations during the summer, and has plans to enact the rest next year. The status is provided below:

- **Recommendation 1:** Develop additional opportunities for training, including staggered, sequential, one-on-one, and hands-on instructions.
The committee provided sequenced training that was scheduled on the Program Review Timeline (multiple offerings of the same training, but at different dates and times) and just-in-time training specific to needs as they arose. Individual support was provided by liaisons and also by the Office of Institutional Effectiveness upon request.
- **Recommendation 2:** Clarify the content and breadth of information required for Program Review.
The committee collaborated with the prioritizing committees to assure that lead writers were trained on how to answer specific questions and were apprised of requirements of the rubrics used to rank the requests. In the case of questions within the program review, lead writers were given guidance by liaisons and the co-chairs.
- **Recommendation 3:** Simplify the online Program Review module.
The physical workspace was revised to provide larger textboxes so that lead writers could better see what they were working on, and character limits were adjusted to be appropriate for the questions.
- **Recommendation 4:** Create additional trainings on Program Review topics (e.g., research and data).
The Campus Based Researcher provided targeted training on using data within the program review on multiple occasions, focusing on instructional data in some sessions and student services data in others. General training sessions addressed all types of data. The researcher also met with and trained faculty and staff on an individual or small group basis to analyze data specific to a research question.
- **Recommendation 5:** Align the Program Review document with the information required for resource requests.
Information specific to resource requests, such as rubrics, was embedded within the program review module in the resource request sections.
- **Recommendation 6:** Clarify timelines for Program Review and resource allocation.
Graphical presentations were created and distributed to the college community at the beginning of the fall 2013 semester, demonstrating the sequencing of resource allocations per the annual Integrated Planning Cycle, which includes Program Review and Resource Allocation. The sequential timeline began in 2011-2012 and concluded with 2013-2014.
- **Recommendation 7:** Develop communication plan for Program Review relative to Integrated Planning.
Communication on this has covered several modalities. It has been included in email correspondence, in PowerPoint presentations, the Program Review Timeline, and verbally at President's Cabinet and in the Planning and Institutional Effectiveness Committee. Emails and PowerPoint presentations are posted on the Lead Writers' Resource Webpage.
- **Recommendation 8:** Revise Program Review website to make it more user-friendly and link to integrated planning and resource allocation.
This has been initiated with the inclusion of related documents on the Program Review website.

Evaluation of 2012-2013 Program Review Process:

As with last year, the Program Review Committee will conduct an evaluation of the process to determine its effectiveness and plan improvements for the future. The evaluation will include lead writers, deans/ managers, chairs/supervisors, liaisons, and planning and resource allocation committees. This evaluation will be conducted in February, 2014, and will form the basis for the Committee's spring planning and revision of the process for next year.

Next Steps:

Upon recommendation by President's Cabinet and approval by the President to accept this report, the Program Review Committee will provide resource allocation requests to the Budget Allocation Recommendation Committee, the Faculty Hiring Prioritizing Committee, and the Classified Hiring Priorities Committee for review and prioritization. Requests regarding FTEF, ESUs, and reassigned time will be referred to the executive staff and the Vice President, Instruction.

The Committee will conduct its evaluation and act upon it with revisions to the current Program Review process. The Committee will create a follow-up report regarding the evaluation and its findings and present it to the President and President's Cabinet in May 2014.

SAN DIEGO MESA COLLEGE

San Diego Mesa College

Program Review

Annual Committee Report

2013-2014

Presented to President's Cabinet

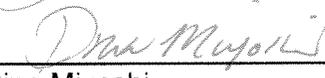
February 18, 2014

**SAN DIEGO MESA COLLEGE
ACADEMIC PROGRAM REVIEW COMMITTEE
COMMITTEE REPORT TO PRESIDENT'S CABINET
ANNUAL REPORT
2013-2014**

COMMITTEE MEMBERSHIP/SIGNATURE PAGE:



Jill Baker
Administrative Representative, Co-Chair



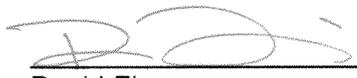
Dina Miyoshi
Academic Senate Representative, Co-Chair



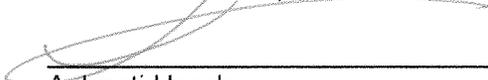
Ebony Tyree
Student Services Representative, Co-Chair



Kathleen Wells
Administrative Services Representative, Co-Chair



David Fierro
Administrative Representative



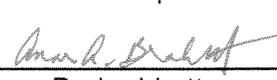
Ashanti Hands
Administrative Representative



Andrew MacNeill
Administrative Representative



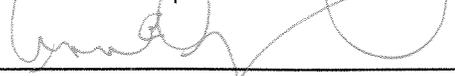
Manny Bautista
Academic Representative



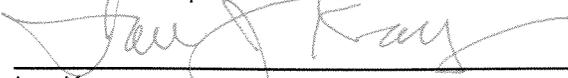
Anar Brahmhatt
Academic Representative



Brian Cushing
Academic Representative



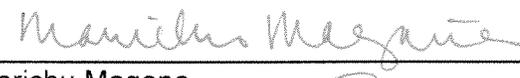
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Marichu Magana
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Laura Mathis
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Jonathan McLeod
Academic Representative



Claude Mona
Academic Representative



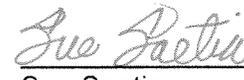
Bruce Naschak
Academic Representative



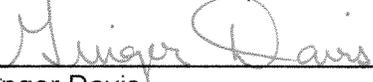
Saloua Saidane
Academic Representative



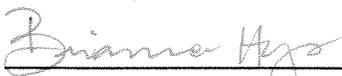
Angela Liewen
Classified Senate Representative



Sue Saetia
Classified Senate Representative



Ginger Davis
Ex-Officio, Administrative Support



Brianna Hays
Ex-Officio, Campus Based Researcher

**Program Review
Annual Committee Report 2013-2014**

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**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
ADMINISTRATIVE SERVICES**

Rachelle Agatha, Vice President of Administrative Services

Administrative Svcs. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Business Services • Erica Garcia</p>	<p>Anne Geller</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The need for additional personnel was cited as a major issue for the program/service area. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>Updated existing goals 1-5, met goal of placing more policies, procedures, and forms online. Other goals in progress: Goal 5 remains unmet –new classified position of Accounting Technician. Updated request to Senior Accounting Technician for this year. Did not receive funding last year.</p>
<p>Employment/Payroll and Administrative Technical Support and Info. Services • Kathleen Wells</p>	<p>Jill Baker</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The service area updated existing goals 1-5, met goals to create webpage with payroll information, to have office personnel sit on more participatory governance committees, and to purchase 100 new computers and 10 telephones for the campus. Goal to assure campus meets payroll deadlines is in progress. Goal to hire a new Administrative Technician is in progress. Wrote new goal to create online ongoing usage survey for webpage. No resource requests submitted.</p>

Administrative Svcs. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Reprographic Center/Mailroom <ul style="list-style-type: none"> • Penny Hedgecoth 	Manny Bautista	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated existing goals 1-5, with four going unmet (for printing equipment, computer upgrades, and currency with Creative Suite), and one being met –updated software for online work order submission. Wrote two new goals –one for mail tracking software and one for package tracking software. Requests include unmet needs for software, equipment, and computers, and the two tracking software programs; and for 2 new classified positions –Lead Production Services Asst and Production Services Assistant. Received funding to upgrade online web submission software to increase effectiveness for faculty and campus.</p>
Stockroom <ul style="list-style-type: none"> • Barry Coleman/ Irma Buchin/ Rachelle Agatha 	Ian Kay	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The Stockroom experienced significant impact with the retirement of the supervisor in fall 2013. The lead writer provided a service area update; however, no goals were updated. No resource requests were submitted.</p>

Administrative Svcs. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Student Accounting • Lynn Dang	Angela Liewen	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated their two existing goals, with one goal being met (purchase of Quickbooks) and one goal in progress (ability to accept credit card payments for fiduciary accounts). Two new goals were written; one to create a webpage for the Student Accounting Office, the other to purchase three window printers. The three window printers will be referred to BARC, and a request for a Senior Account Clerk will be submitted for prioritizing. The service area received funding for Quickbooks last year, which has increased their effectiveness.</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF ARTS AND LANGUAGES, 2013-2014
Leslie Shimazaki, Dean, Arts and Languages**

Arts and Languages Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Art-Fine Art (All)</p> <ul style="list-style-type: none"> • Wendell Kling/ Barbara Sexton/ Denise Rogers/ Alessandra Moctezuma 	<p>Laura Mathis</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated existing goals 1-6, with two being partially met and four unmet. Did not receive faculty positions for New Genres/Photographic Arts or Art History (applied for Art History again this year). Did not receive classified positions for ceramics lab or digital lab (did not submit new applications). One goal was partially met, with the receipt of one SMART classroom; however, need two more, along with new curtains for six classrooms (submitted requests for all). One goal was for digital art upgrade, which was partially upgraded; requesting the remainder, including photo lab repair (facilities). Goal 5 was rewritten as new Goal 1 and addresses the needs of the Museum Studies Program. It includes one ILT – Museum, additional NANCE funds, additional FTEF for the director, and additional ESUs due to year-round responsibilities and workload. Last year the program received one SMART classroom and 23 licenses for Adobe Creative Suite; program reports improved student learning outcomes as result.</p>

Arts and Languages Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Dramatic Arts • Kristan Clark	Ashanti Hands	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated existing goals 1-5, with two being met (received funding for a new faculty member and funds for a digital video component system). Two goals are in progress (working with district to improve the theater facility –received SMART classroom, but need additional improvements and equipment to replace that which is no longer functional or severely dated). Submitted a request for more equipment this year per that goal update, which will go to BARC for prioritization. Received funding last year for SMART classroom and equipment, which has resulted in improved student learning, and will hire a new faculty member for fall 2014, which will also improve student learning and program effectiveness.</p>
Languages • Leela Bingham/ Jeff Berry	Saloua Saidane/ Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated two goals, noting that one had been funded, and the other remained a need – a Language Lab Director. The program wrote two new goals, one for two new faculty members (Japanese and French) and one for a Language Lab Director (.4 FTEF).</p> <p>The program received resources this year with the opening of the Language Lab in the LRC and the hiring of two new faculty members in the past year.</p>

Arts and Languages Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Music</p> <ul style="list-style-type: none"> • James Romeo 	<p>Ashanti Hands</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated existing goals 1-5, with one goal being met (SMART classroom), but still needing additional instruments for the curriculum and piano replacements in the piano lab (resubmitted request). Their request for additional pay for ensemble work that they perform was not funded and they resubmitted. They also submitted a request to replace their classified staff member, who retired, however, the position is being filled immediately by the President, so it will not need to be prioritized. Last year the program was funded for a SMART classroom and for a new faculty member. Both will lead to improved outcomes for students.</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF BUSINESS AND TECHNOLOGY, 2013-2014
Danene Brown, Dean, School of Business and Technology**

Business and Technology Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Accounting • Tracy Tuttle	Kathleen Wells	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The program updated existing goals 1-4, with two being funded (received funding for two new faculty positions and an update of Quickbooks for the computer lab). Both unmet goals (course review and integration and SLO/PSLO updates) were attributed to lack of full time faculty, which will be remediated with the hiring of new faculty. Funding received last year included the class set of Quickbooks and the new faculty, both of which impact improved student learning.
Business Admin/ Management • Akunna Winston	Angela Liewen	The Business Administration Program did not submit a program review for 2013-2014.	
Computer Business Technology • Karen Williams	Robin Watkins	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The program/service area addressed its data.	The program updated five existing goals. Two goals were met (funding of a faculty member for the Web Development Program and maintaining articulation agreements with regional high schools and colleges). Unmet goals include increased FTEF for WEBD to grow and travel funds associated with designing the new School building. Curriculum review per input from SANDAG, the advisory committee, and SD Workforce Partnership is ongoing. Request travel funds again this year.

Business and Technology Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Computer Info. Sci. • Walter Wesley	Bruce Naschak	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated the existing goals 1 and 2. The first goal was met with hiring of a new faculty member. The second goal was deleted and resubmitted as new Goal 1, which is for a Windows 8 Computer Lab, per Perkins funding request. New Goal 2 is a request for a new faculty member; however, a formal FHP request was not submitted. Received funding last year for new servers, laptops and a faculty member.
Economics • Becca Arnold	Cesar Lopez	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress	The program updated existing goals 1-4 and indicated that two had been met –updating course and program SLOs and developing a Business Stats course. Economics journals request was not funded (requested again); placed goal to develop Environment Economics course on hold for time being. Submitted new goal for three tablet PCs to create more engaging instruction.

Business and Technology Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Fashion • Susan Lazear	Anne Geller	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>Program updated goals 1-5. One has been met – develop Study Abroad program. Two have been partially met and include funding for equipment, FTEF, access to labs, fashion show, additional space, etc. Most requests will be through Perkins. New goals include funds for printing outreach and degree completion materials, and a new faculty member. Received a faculty member this year. Funded for computer lab and peripherals, sewing lab equipment, online trend forecaster, and a faculty member.</p>
Geographic Information Systems • Karen Owen	Bruce Naschak	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The program updated existing goals 1-4. They partially met all four goals. With the hire of their first full time faculty member, they will have the leadership they need, and with the update of equipment and software, they will remain consistent with industry. They are also in progress with updating programs and curriculum and with professional development. They had no new goals. They were funded for new computers, software, and servers over the past three years, which enabled students to learn industry standard practices.</p>

Business and Technology Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Hospitality • Mark Abajian	Bruce Naschak	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated all 8 existing goals, however, none of them have been met. The program lost its only full time faculty member and the School is working to mediate the situation. One new goal was submitted, to hire a new full time faculty member.
Marketing • Mariette Rattner	Marichu Magana	The program/service area provided a summary of its program review. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.	The program updated existing goals 1-2; neither were met, workload was cited as the reason.
Multimedia • Alfonso Saballett	Ashanti Hands	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.	The program updated goals, six of which were met, addressing updating curriculum, maintaining articulation agreements, meeting with advisory committee, and updating hardware, software, networking, and professional development. The program did not receive funding for web-based software. In terms of funding received, their subscription to Lynda.com was received for professional development.

Business and Technology Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Real Estate • Xiaochuan Song	Laura Mathis	The program/service area provided a summary of its program review. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The program noted that existing goals 1-2 were completed last year.

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE, 2013-2014
Margie Fritch, Dean, Health Sciences and Public Service**

Health Sciences Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
American Sign Language • Leslie Styles	Kathleen Wells	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The budget was cited as the major obstacle to goal progress. Program Review was submitted to liaison by the deadline for final evaluation.	The program updated existing goals 1-3, indicating that two had been partially met, including Deaf Culture and Implications on campus. It did not receive funding for a second lab; it will request funding through Perkins this year. The program requested one ILT position for the AMSL lab, and submitted the proper application.
Animal Health Technology • Peggy Fischer	Jonathan McLeod	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.	The program updated three existing goals, two of which were partially met, including curriculum revision to align with AVMA accrediting standards and receipt of a donation of a used ultrasound machine. It has not been funded for a full sized CR digital x-ray machine. It will apply for equipment funds through Perkins.
Culinary Arts/ Culinary Management • Michael Fitzgerald	Claude Mona	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated existing goals 1-3, indicating that two had been met with the hiring of a new faculty member in spring for fall 2014, and the funding of additional supplies. They did not receive additional FTEF for more class offerings. It will apply to Perkins for additional supply funds this year. Program reports that additional funding has led to an increase of 57% in headcount and increased productivity.

Health Sciences Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Dental Assisting • Margaret Fickess	Ebony Tyree	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The program/service area indicated that it was writing new goals and included all required information. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated all eight existing goals, with seven goals being unmet, including requests for new faculty, a classified ILT position, additional reassigned time, and collaboration with Southwestern Dental Hygiene program for Share the Seal. One goal was met, and included purchase of new computers, a pulp tester, ECG machine, spore testing and dental software. It will request the faculty member and the ILT again this year. It submitted a new goal requesting travel and conference funds to attend 2 CE classes to maintain licensure.</p>
Health Information Technology • Connie Renda	Anar Brahmbhatt	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The program updated four existing goals, indicating that three had been met with the funding of a full time faculty member to serve as Program Director, teaching HEIT courses in S 303 (computer lab), and using AHIMA's Virtual Lab in HEIT 155A-B. Currently working on strategies to increase RHIT exam attempts. No new goals listed.</p>
Medical Assisting • Danielle Lauria	Brian Cushing	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated all four existing goals, indicating that one had been met with additional funds for single use and disposable supplies. Updated need for two new EKG machines and two spirometers. Request for new faculty member was unmet, as was request for intersession classes and bi-yearly entry to program. Received additional funds for supplies which benefitted students' skill practice.</p>

Health Sciences Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Nutrition • Christine Dupraw	Jonathan McLeod	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.	The program updated existing goals 1-4, indicating that they did not receive funding to offer the Dietary Manager Certificate (additional funding for Director). Goals being met include articulation of NUTR 155 with San Diego State University, and approval to teach NUTR 160 online. Submitted one new goal for additional FTEF for DSS Program Director and clinical instructor.
Physical Therapist Assistant • Tina Recalde	Robin Watkins	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.	The program updated existing goals 1-3, indicating that two goals had been met, including the addition of new clinical sites and funding for the contract faculty member to attend conferences in the past year to assure licensure.
Radiologic Technology • Lori Covington	Ian Kay	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated five existing goals, indicating that all were in progress, including creation of a Vascular Interventional Program, a Computerized Tomography Program, a Magnetic Resonance Imaging Program, a Cardiac Interventional Program, and an ARRT Program. Workload has been an issue in completing these goals, and with the recent hiring of a second faculty member it will be more manageable.

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF HUMANITIES, 2013-2014
Andrew MacNeill, Interim Dean, Humanities**

Humanities Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Academic Skills Center • Carol Sampaga</p>	<p>Dina Miyoshi</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated existing goals 1-2, and rewrote both as new goals. New Goal 1 requests the hiring of 12 part-time academic coaches (tutors) for a total cost of \$108,480. New Goal 2 addresses need for additional reassigned time for English and Math Tutoring Coordinators for purposes of outreach and in-reach.</p>
<p>Communication Studies • Kim Perigo</p>	<p>Kathleen Wells</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated three existing goals and wrote four new goals. One updated goal addressed the need for new faculty; the program requested two new positions again this year. Another goal requested six iPads, which were not funded last year; the program requested them again this year as a key component of teaching and administrative effectiveness. Another goal addressed assuring optimal teaching spaces in the new building. New goals addressed the need for an additional \$10,000 for the speech and debate team budget, lower class caps, increased ESUs for speech and debate directors (completed with new AFT agreement), and proposed changes to travel and conference procedures.</p>

Humanities Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
English • Jennifer Cost	Brian Cushing	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The program updated four existing goals, one of which was met, with three in progress, including reduction of class caps from 32 to 25 in creative writing, receipt of funds for one new faculty member (requesting two more positions), and collaboration with sister colleges regarding other reading and writing placement tools. Requesting additional funding for English Tutoring Coordinator. Wrote new goal requesting six new SMART classrooms at a cost of \$10,000 each, for a total of \$60,000.</p>
ESOL • Pianta	Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>This is the first year that the ESOL program has written a stand-alone program review. It updated eight existing goals and wrote four new goals. It is requesting funding for 1.2 FTEF for additional ESOL sections, reading materials for the LRC, funding for adjuncts to collaborate on curriculum, additional funding for ESOL chairs reassigned time, funds for ESOL newsletter, .05 reassigned time for faculty member to secure resources for ESOL technology, and a resource reading room for faculty to remain current on research for reading and ESOL.</p>
Humanities • Bruce Naschak	Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The program updated three existing goals, indicating that most had been met, including dome lights and a dimmer switch for G-106 and additional FTEF for Humanities class sections (requesting additional .60 FTEF).</p>

Humanities Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Journalism • Janna Braun	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. Program Review was submitted to liaison by the deadline for final evaluation. SLO/AUOs were addressed in the update.	This is the first time that Journalism has written a stand-alone program review. There were no new goals or updated goals, or resource requests.
Teacher Education • Laurie Lorence	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation.	The program did not have any updated goals or new goals, or resource requests.

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF LEARNING RESOURCES AND TECHNOLOGY, 2013-2014
David Fierro, Interim Dean, Learning Resources and Technology**

LRC Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Academic Computing • Michael Davis</p>	<p>Jill Baker</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The program updated existing goals 1-2, neither of which were funded. It resubmitted both its request for a new ILT –Computer Science and its request for two switches for the network to enable increased access to labs during daytime down periods.</p>
<p>Center for Independent Learning • Hank Beaver</p>	<p>Jill Baker</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>This is the first stand-alone program review for the CIL. It updated seven existing goals, deleting two of them, including the need for new computers for the student lab, as this need is being met by the IT Strategic Plan replacement protocol, and a professional development goal that has been rewritten as New Goal 1. The CIL received 20 licenses for Windows 8, serving CBTE needs. Still needs funds for ongoing budget to purchase instructional computer applications for CIL student lab. New goal includes creation of Professional Development Center addressing technology training needs of faculty and staff. Center would be on 4th floor and would require support of ILT -Media Production and equipment supplies (\$10,000). Also requesting new faculty member to assure continuity, as the current faculty member will retire in December 2014.</p>

LRC Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Learning Resources/ Instructional Support <ul style="list-style-type: none"> • Devin Milner 	Ian Kay	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated six of its existing goals and wrote three New Goals. All six existing goals were unmet and included needs such as additional funding for maintaining the purchasing power of the book budget and the periodicals/database budget (submitted again this year), creating online “walk-in” workshop (faculty member was on sabbatical), and expanded collaboration with instructional faculty on web-based course resources (library faculty member was on sabbatical). One goal was postponed indefinitely. The new goals include the need to hire four new librarians (three applications were submitted this year), three new classified employees to replace those leaving this past year (three applications submitted this year –two in AV and one in Public Services/Circulation). Also requested funds for facilitating a comfortable learning environment in the LRC with new carpet and chairs in the Reference Area (provided costs, total of \$124,000).</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF MATHEMATICS AND NATURAL SCIENCES, 2013-2014
Saeid Eidgahy, Dean, Mathematics and Natural Sciences**

Math/Natural Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
<p>Accelerated College Programs</p> <ul style="list-style-type: none"> • Sharon Hughes 	<p>Ebony Tyree</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated two existing goals, indicating that each was met and ongoing. Goal 1 addressed how ACP will be a valuable component of outreach for Mesa College and SDCCD. It has collaborated with high schools and added High Tech High to the program. Requesting Political Science ACP faculty member to replace one that is retiring. This year the program received four new laptops to enhance teaching; retention data and SLO assessment findings indicate that the dynamic capabilities of the presentation systems support student learning.</p>
<p>Biology</p> <ul style="list-style-type: none"> • Paul Sykes, Anne Geller, Anar Brahmbhatt 	<p>David Fierro</p>	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated four existing goals and wrote three New Goals. Two existing goals were not met, including hiring an ISS Supervisor (has submitted new application), and ensuring adequate funding for laboratory supplies (requesting funding again this year). One was met with the purchase of microscope illuminators for dissection and one was partially met with the funding of a new faculty member for fall 2014. New goals include evaluation of essential skills in upper level Biology courses and revision of course requisites to facilitate better success in General Biology, neither of which require funding, and hiring a new ILT and ISS Supervisor (applications submitted this year).</p>

Math/Natural Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Chemistry • Rob Fremland	Dina Miyoshi	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress. The need for additional personnel was cited as a major issue for the program/service area.	The program did not update existing goals or include new goals; however, it submitted an application for a new faculty member to teach all levels of Chemistry and serve as outreach specialist. This may have been an existing goal.
Engineering • Morteza Mohssenzadeh	Ebony Tyree	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The program updated its four existing goals, three of which were met, including updating Pro-Engineering software (CREO) for ENGE 151, assessment of SLOs, and completion of curriculum review for all Engineering courses. The request for new computers was deleted, as the program has moved to its new building, with new computer labs. The request for an ILT for Engineering was not met, and a new application was submitted this year.
Mathematics • Terrie Teegarden	Jill Baker	The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area provided a summary of its program review.	The program updated six existing goals and wrote one new goal (requesting three new faculty members and submitting three applications). Met the goal to create and update websites in support of faculty and students to improve student learning and preparation. Met the goal to increase technology in the classroom with the purchase of graphing calculators; however, did not receive Promethean Boards and needs them, especially for Math 38. Requesting that one of the new faculty members also be a specialist in the use of technology. Requested sustainability in FTEF expansion with Basic Skills and transfer classes to meet student needs. Received funding for 34 graphing calculators this year, which have been used extensively, and plan to track the impact of this technology access in the new building.

Math/Natural Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Physical Sciences • Donald Barrie	Jonathan McLeod	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated four existing goals and wrote two new goals, both of which addressed the need for new faculty (one in Astronomy and one in Physical Science). Three existing goals are in progress, one to improve physical infrastructure, which will occur with the new building, one to obtain computers (will happen with the new building's dedicated computer lab), and one to write a new course, GEOL 111, which is ready for prelaunch in Curricunet. Applications were submitted for the two new faculty members.
Physics • Claude Mona	Sue Saetia	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The program updated goals one and two. Goal 1 has been rewritten as New Goal 1 and addresses need for second ILT in the department (submitted application this year). The other goal has been deleted, as the need has been met with the computer lab in the new building.

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF P.E., HEALTH EDUCATION AND ATHLETICS, 2013-2014
Dave Evans, Dean, P.E., Health Education and Athletics**

P.E./Health Ed. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Dance • Jan Ellis	Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>This is the first stand-alone program review for the program. It updated one goal and wrote four new goals. The updated goal has been partially met with the installation of a new sound system in L102 and new speakers in L116. L116 still needs a new sound system and the request has been continued this year. New goals include creation of an AA degree and Certificates of Achievement in Dance, two new SMART classrooms (L102 and L116, for \$40,000 total), hiring of one new full-time faculty member in Dance, and continued advocacy for a new Theater and Performing Arts Center.</p>
Physical Education • Kevin Hazlett	David Fierro	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated existing goals and wrote one new goal, which was for resurfacing of the Tennis Courts (\$29,000). Existing goals include the following that were unmet: hiring a new faculty member to teach PE and coach football; hiring a new faculty member to teach PE and coach softball; increase new faculty in multiple areas of athletics and in Health; purchasing Zador Triple Water Polo Boards; progress on new Aquatics Facility. Goals that were met include purchase of Shoot-A-Way, which increased the number of shots taken by students during each class—all stats have improved; and purchase of Hack Attack Pitching Machine, which increased team on-base percentage from .341 to .360; and purchase of four Colorado Relay Touchpads, which will be assessed in spring 2014. Requested three new classified staff and submitted all applications (including 2 groundskeepers).</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF SOCIAL/BEHAVIORAL SCIENCES AND MULTICULTURAL STUDIES, 2013-2014
Charles Zappia, Dean, Social/Behavioral Sciences and Multicultural Studies**

Soc./Beh. Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Anthropology • Madeleine Hinkes	Marichu Magana	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The program updated existing goal 1, stating that it had been achieved with the hiring of two new full-time faculty and the opening of its new building in fall 2014.</p>
Architecture • Ian Kay	Manny Bautista	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated 13 existing goals and wrote 3 new goals. Of existing goals, those <i>unmet</i> include funding for a new full-time faculty member, obtaining a dedicated budget to address upgrading of software for the department, purchase of small format printers, creation of stronger relationship with alumni and professional community, process for gaining grant funding, and process for maintaining and expanding articulation agreements. The main reasons for not meeting these needs were workload and funding -a new contract faculty member/reassigned time is needed. Met needs included large format printers with Pay to Print. New goals include the building a 3-D Model Building Shop (facilities, equipment and supplies requested), purchase of two 3-D printers (request submitted), and building of dedicated library/ student study area (facilities, supplies and student worker costs submitted). New faculty request and half time ILT request submitted. Reassigned time requested. Has received Perkins resources for software/hardware, printers, and conferences over the past two years – which has improved outcomes as discussed in the program review.</p>

Soc./Beh. Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Black Studies • Thekima Mayasa	Laura Mathis	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated five existing goals, including the continued need for two additional tenure track faculty members. All BLAS courses assigned to Mesa have been updated and fully integrated into Curricunet. Goals in progress include: creating a pipeline for transfer of BLAS students (including current negotiation of an MOU with CSU Dominguez Hills, articulating BLAS courses across the GE and Transfer patterns, and working with the ASCCC to acquire a separate BLAS discipline designator. The request for a new faculty member was updated and submitted. There were no new goals this year.</p>
Building Construction- Carpentry/Inspect. • Larry Horsman	Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The program updated the eight existing goals, with one being met (establishing two \$500 scholarships), four being in progress, including determining need of a separate Advisory Committee for the program, seeking funding for 3-D Model Building Shop, revising program website, and aligning course SLOs. Unmet goals include creation of a student chapter of the Construction Specifications Institute, and establishing a relationship with SDSU. All requests for resources were submitted by the Architecture program, on behalf of the department.</p>

Soc./Beh. Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Chicano Studies (*) • Cesar Lopez	Saloua Saidane/ Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated two existing goals, addressing needs related to facilities, display cases, and AV equipment. One request has been partially met with the program's new teaching space in the SBS Building; still needed is a significant upgrade and refresh to its current SMART classroom in G-Building. In addition, the department workspace in G-103 needs updating, including a display case with technology for the Gracia Molina de Pick display. Detailed requests with itemization were provided. A new goal was written for the implementation of the Annual Gracia Molina de Pick Chicana and Chicano Studies Endowment Fund; no resources were requested for this.
Geography • Ken Berger	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The budget was cited as the major obstacle to goal progress.	The program updated its three existing goals, with two being met: hiring a new full-time faculty member and receiving additional supply and equipment funds for the Physical Geography course. The goal for a second full-time faculty member was deleted.

Soc./Beh. Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
History • Jonathan McLeod	Andrew MacNeill	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. The program/service area addressed its data. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The program updated three existing goals, one of which was met with the funding to hire a new faculty member in History for fall 2014. The other two goals were for additional faculty members and will be resubmitted this year. A new goal was written regarding a research request addressing retention and success rates in History sections.</p>
Interior Design • Holly Hodnick	Marichu Magana	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The program updated seven existing goals, with one being met with the funding to hire a new full-time faculty member. Other met goals included purchase of new computer software and a color printer for the Pay for Print system, funding for new Lighting Lab, funding for NKBA accreditation fees, reaffirmation following the site visit. Unmet goals included hiring a .50 ILT to support the Design Center labs and .30 FTE release time for the coordinator's position. An application for the ILT was filed jointly by Architecture and Interior Design. One new goal was submitted, supporting the 3-D Model Building Shop proposed by Architecture.</p>
Philosophy • Dwight Furrow	Sue Saetia	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The program updated two existing goals, with one addressing deactivation of PHIL 205 (in progress), and the other requesting a new faculty member (unmet). A new application was submitted this year for a new faculty member. No new goals were submitted.</p>

Soc./Beh. Sci. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Political Science • Sam Farahani	Dina Miyoshi	The program/service area provided a summary of its program review. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated three existing goals, none of which were met, and addressed the need for faculty. The program did not submit any new goals. A new faculty request/application was not submitted by the program.
Psychology • Dina Miyoshi	Andrew MacNeill	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.	The program updated four existing goals, two of which have been met. The program was funded for two new faculty members for spring 2014, and a physiological psychology lab was secured for the new SBS building. A class set of SPSS licenses is still needed for the research computer lab (PSYC 259). Unmet goals included funding for a .50 administrative assistant, and writing the new curriculum for physiological psychology (will complete with the addition of the two new faculty members). The program submitted a request for a new faculty member for next year, as well as a request for the SPSS licenses.
Sociology • Tanya Kravatz	Claude Mona	The program/service area provided a summary of its program review. Update information was provided by the program/service area. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The program stated that there were no new updates to the goals, and it submitted a new faculty request for consideration this year.

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
SCHOOL OF STUDENT DEVELOPMENT AND MATRICULATION, 2013-2014
Susan Topham, Dean, Student Development and Matriculation**

Student Dev./Matric. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Admissions/Records/ Veterans <ul style="list-style-type: none"> • Ivonne Alvarez 	Andrew MacNeill	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated two existing goals, both of which are unmet. Both addressed providing effective services to students and the need for additional staffing. No new resource requests were submitted.</p>
Counseling <ul style="list-style-type: none"> • Ailene Crakes 	David Fierro	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress. (NOTE: This year International Students Program, Mesa Academic and Athletics Program, Mesa Academy, and Puente were split from General Counseling and conducted their own program reviews.)</p>	<p>The service area updated three existing goals, including the need for a Transfer Center counselor and a Puente counselor, both of which were unmet last year. One goal was partially met with the hiring of two general counselors; however, there is still the need for more, particularly with SB1456, which requires that students receive assessment, orientation, and an education plan. Three new goals were submitted, including the need for two more counselors to fully implement SB1456; modifications to the physical space for safety; and funding for therapy dogs prior to and during finals. Two faculty positions were requested.</p>

Student Dev./Matric. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Employment/ Career Services • Monica Romero	Robin Watkins	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The service area updated three existing goals, including integration of career services into FYE in support of SB1456, creation of a marketing and communications plan, and the addition of a Senior Student Services Assistant and a faculty coordinator for the center. An application was submitted for the Senior Student Services Assistant position. An application was not submitted for a faculty member. No new goals were submitted.
Evaluations • Monica Romero	Cesar Lopez	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The service area updated two existing goals, both of which are in progress. One is to improve the website with services and dates, and improved communication with counselors; the other is to assess their SLOs and evaluate them.
International Students Program • Ivonne Alvarez	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress. Program Review was submitted to liaison by the deadline for final evaluation. Program/service area goals were updated and all sections of the update were answered. The program/service area addressed its data. SLO/AUOs were addressed in the update.	This was the first stand-alone program review for this service area. Three existing goals were updated, including request for a dedicated budget of \$7300 to assure attendance at the Homeland Security Conference and other related conferences, and to assure compliance with matriculation requirements of SB1456. The service area requested channeling the nonrefundable application fee back to the program for budget development. It also is working to offer the departure workshop twice a year and needs additional funding.

Student Dev./Matric. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Mesa Academics and Athletics Program • Kristie Carson	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation.	This is the first stand-alone program review for this service area. It had no goal updates, but submitted three new goals. It requested a full-time counselor be assigned to the program (as opposed to current part time), standardization of the progress reporting process through an online platform (\$1,300), and creation of a dedicated budget for the program (\$5,625). A request for additional FTEF for the counselor position was submitted.
Mesa Academy • Michael Temple	Jill Baker	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation.	This is the first stand-alone program review for this service area. There were no existing goal updates, but a new goal was written. The service area plans a fundraiser for participation in Umoja activities and for scholarships.
Orientation/ Assessment • Jim Wales	Cesar Lopez	The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.	The service area updated two existing goals, noting that both were related to the need for additional staff support (1.45 FTE Student Services Assistants) and that neither had been met. It wrote one new goal to successfully implement My Mesa Online Orientation by Fall 2014, and that resource needs include the two positions listed above. Two classified applications were submitted.

Student Dev./Matric. Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Puente • Guillermo Marrujo	Jill Baker	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. Program Review was submitted to liaison by the deadline for final evaluation. The program/service area indicated that it was writing new goals, and included all required information.</p>	<p>This is the first stand-alone program review for this service area. There were no updated goals; however, three new goals were written. One asks for 30 laptops on a mobile cart to provide Puente students access to technology, another asks for physical space for the students and faculty to meet, and another proposes to increase Puente student completion of the first two semesters of college with an FYE type of program.</p>
Transfer Center • Leroy Johnson	Angela Liewen	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated four existing goals, including meeting their minimum goal for the number of students transferring (expectation is that with a full-time coordinator the numbers will be even higher). Other goals included increasing the number of class presentations regarding transfer, revitalizing professional development in the service area (attended relevant conferences), and creating a culture of transfer. Two new goals were written, with one requesting the hiring a full-time transfer center director, and another to increase the number of Transfer presentations from 90 to 180.</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
STUDENT AFFAIRS, 2013-2014
Ashanti Hands, Dean, Student Affairs**

Student Affairs Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Financial Aid • Cathy Springs	Claude Mona	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>The service area updated four existing goals. It met its goal to provide a series of workshops on Financial Aid topics, collaborated with Counseling, Student Development, and Student Affairs to enhance accountability in student education plans (regarding appeals), updated their website (some updates pending software limitations), and permanently filled their Senior Clerical Assistant position.</p>
Outreach • Genevieve Esguerra / Karla Gutierrez	David Fierro	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area.</p>	<p>The service area updated two existing goals, one of which is ongoing and addresses in-depth training of student ambassadors and outreach staff on academic and vocational programs at Mesa, and the other is to hire and Outreach Program Support Technician. A classified hiring request was submitted for the support technician.</p>
Student Affairs • Ashanti Hands	Anar Brahmhatt	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated three existing goals, one of which has been met with the purchase of AcademicWorks scholarship software. The goal to purchase student case management software has been placed on hold until the ERP is identified. The goal to hire an associate dean of student activities was not funded, and was updated to include 3 ESUs for a faculty member to serve as advisor to the ASG.</p>

Student Affairs Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Student Health Services • Suzanne Khambata	Manny Bautista	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. The program/service area indicated that it was writing new goals and included all required information. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated its four existing goals. It met its goal of providing increased accessibility to Student Health Services for students with the move to the new Student Services Building. The service area is currently converting to electronic health records, and that remains an ongoing goal. The request for a new faculty position (Therapist) was not funded and was submitted again this year. The request for a Senior Student Services Assistant was not funded, and a new application has been submitted.</p>

**SAN DIEGO MESA COLLEGE
PROGRAM REVIEW ANNUAL REPORT, 2013-2014
STUDENT SERVICES, 2013-2014
Julianna Barnes, Vice President, Student Services**

Student Services Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
Disability Support Programs & Services • Dawn Stoll	Anar Brahmhatt	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated three existing goals. The goal of providing DSPS students with tools and knowledge for lifelong career transitions has been met, with the establishment of joint services with Career Center, Workability III, and the Department of Rehabilitation. Two goals that were partially met include increased staffing for the High Tech Center and the need for an Instructional Assistant – Learning Resources for Test Proctoring. Submitted applications for one Instructional Assistant –LR (Proctoring); one Instructional Assistant –LR (HTC); and one Clerical Assistant (DSPS). In addition, the service area was funded for a new DSPS counselor position, which was filled in fall 2013.</p>
EOPS • Nellie Dougherty	Sue Saetia	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress.</p>	<p>The service area updated three existing goals. The request for a 50/50 EOPS counselor/ CARE counselor was not funded. The request for a senior support staff position to support EOPS mandates was not funded. An application for an EOPS counselor was submitted, as was one for a Senior Clerical Assistant.</p>

Student Services Lead Writers 2013-2014	Program Review Committee Liaisons	Comments from Program Review Committee	Goals/Resource Allocation Link
STAR TRIO • Marichu Magana	Brian Cushing	<p>The program/service area provided a summary of its program review. Update information was provided by the program/service area. The program/service area addressed its data. SLO/AUOs were addressed in the update. Program/service area goals were updated and all sections of the update were answered. Program Review was submitted to liaison by the deadline for final evaluation. The need for additional personnel was cited as a major issue for the program/service area. The budget was cited as the major obstacle to goal progress. The program/service area indicated that it was writing new goals and included all required information.</p>	<p>The service area updated two existing goals and wrote two new goals. One existing goal had been met with the creation of a procedure manual to ensure consistency with the number of students served. The other goal was not met, as the 50% Clerical Assistant position was not funded. One new goal addressed the need to create a means of access to the area and assure that students using the services are authorized to do so. This request was referred to BARC for Facilities consideration. The other new goal seeks to assure that all students receive required services, including an education plan. The resource needed for this is another STAR/TRiO counselor, and the service area submitted a faculty hiring request.</p>