

**TO:** Members of the President's Cabinet  
**FROM:** Program Review Steering Committee  
**DATE:** May 17, 2016  
**SUBJECT:** PROGRAM REVIEW ANNUAL REPORT 2015-2016

This memo introduces the Annual Report, prepared by the Office of Institutional Effectiveness and submitted by the Program Review Steering Committee.

Within the report, each program or service area is arranged according to School or Division. Information provided includes:

- The name of the program/service area and lead writer(s)
- The name of the assigned liaison
- A summary of the program review areas completed by the lead writer(s)
- A summary of the program or service area's goals, objectives, and resource requests

### **Process**

The 2015-2016 Program Review process consists of:

- a writing period from August 24, 2015 to December 21, 2015
- a preliminary review period for liaisons and managers from December 21, 2015 to January 20, 2016
- an editing period from January 22 to January 29, 2016
- a final review period for liaisons and managers from January 29 to February 11, 2016
- a timeline aligned with budget development in the Spring, such that:
  - all supplies, equipment, and facilities requests were forwarded to the Budget Allocation Recommendation Committee in March 2016
  - all personnel requests were forwarded appropriately to either the Faculty Hiring Priorities Committee or the Classified Hiring Priorities Committee in March 2016
- 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
- a four-year cycle
  - a comprehensive review in year one, followed by three years of updates; this year is the first annual update in this Program Review 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 should collaborate with program or service area colleagues and the appropriate dean or manager during the formative stages of the draft
  - a Program Review peer liaison (e.g., an instructional program is reviewed by an instructional 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 Program Review Steering Committee Co-Chairs and the members of the Office of Institutional Effectiveness provide a second level of support to lead writers. Training is provided by various content area experts in using the Taskstream module, interpreting student achievement data (overall and through an equity lens), and best practices for outcomes assessment. Members of 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 of resource requests 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 spreadsheets, where any resource requests are recorded
- each Program Review is printed in its entirety, along with any attachments, and kept on file in the Office of Institutional Effectiveness; electronic copies are also filed
- spreadsheets are compared to the Program Review document to check for discrepancies, which are resolved
- the finalized spreadsheets then inform resource allocation for Spring

### **Description of 2015-2016 Cycle**

The annual review update consists of the following components:

- four modules tailored for Instruction, Administrative Services, Student Services, and Counseling & DSPS
- data on Outcomes, Student Characteristics, and Program Tenure FTEF Ratio unique to each program or service area
- updates, if any, to faculty, staff, mission, description, degrees offered, curriculum, vision, strengths, challenges, advisory committee, and labor market
- results of SLO or AUO assessment, with implications for practice
- review of Instructional Key Performance Indicator data focusing on equity and disproportionate impact, with implications for curriculum, planning, and/or teaching and learning strategies
- report on status of goals and action plans; new ones added if needed
- follow up on outcomes of any resources allocated through the program review process in the past year, specifically addressing the impact on student learning
- optional new faculty hiring request form
- optional new classified hiring request form
- optional resource request form (BARC)
- optional facilities request form
- Liaison and Manager preliminary review forms
- Liaison and Manager final review forms

This Annual Report is based upon the liaison reviews and an overview of goals and resource requests, summarized by the Program Review Administrative Co-Chair.

### **Outcomes**

The Program Review Committee supports 96 program reviews. There are over 100 lead writers and 32 peer liaisons. Each liaison was responsible for 3-4 programs. Hands-on training for writers and liaisons was provided in a computer lab on the first Fridays of September, October, November, and December. Training for managers was provided during regularly scheduled management meetings. The two-part review process provided more time for dialogue between liaisons/managers and writers. The preliminary review was more open-ended, with guiding questions for the reviewer. The final review was a checklist, with a box for comments.

Only one program (administrative service area) submitted its review after the deadline, due to illness on the part of the lead writer. Had that program requested resources, it would have been ineligible.

Programs and service areas which had not developed action plans for their goals or had not mapped their goals to the College's goals in last year's Program Review remedied these deficiencies.

### **Response to 2014-2015 Program Review Recommendations**

In Spring 2015, the Program Review Committee conducted a thorough evaluation of the 2014-2015 Program Review and integrated planning process, sending a survey to all lead writers, liaisons, deans, managers, and members of resource prioritization committees. Six recommendations resulted from the analysis of the survey data. These recommendations were approved by the Committee and included in the 2014-2015 Integrated Planning Process Evaluation, which was subsequently reviewed by President's Cabinet and approved by the President. A summary of the recommendations and actions taken in 2015-2016 is provided below.

- ***Recommendation 1:*** Expand training for Liaisons

Liaisons were specifically targeted for training, since they are on the front line to assist lead writers. Training sessions were held the first Friday of each month during the Fall semester. One-on-one training was available in the Office of Institutional Effectiveness during business hours. A training guide specific to the annual update module was developed and made available online and in printed form. Frequent memos were sent to liaisons to remind them of deadlines and the steps they needed to take to ensure completion. Most liaisons, especially the newer ones, availed themselves of this training.

- ***Recommendation 2:*** Streamline the information required in the Program Review module

After the grueling comprehensive program review of 2014-2015, this year's annual update was greatly simplified. The focus was on what had changed since the comprehensive program review last year, progress on goals and action plans, and new resource requests. Rather than a detailed evaluation of student data, writers were asked to focus on evidence of disproportionate impact on any group of students, and then to discuss how the program/service area could remedy that. All lead writers agreed that this year's module was much simpler.

- ***Recommendation 3:*** Bring training to Lead Writers via expanded outreach efforts

Hands-on training sessions were held the first Friday of each month in the Fall semester. Lead writers were led through a demonstration of the module and the expectations for responses to the different prompts and then were able to work at a computer on their own program review, with co-chairs of the Program Review Steering Committee and members of the Office of Institutional Effectiveness right there to assist. Training for managers was provided at regularly scheduled management meetings. One-on-one training was available in the Office of Institutional Effectiveness during business hours. A training guide specific to the annual update module was developed and made available online and in printed form. Frequent memos were sent to lead writers to remind them of deadlines and the steps they needed to take to ensure completion, with excerpts from the training guide.

- **Recommendation 4:** Revise BARC request form to improve usability and accessibility of information

Last year, the BARC form was programmed as a Taskstream survey form, a process that seemed disconnected with the rest of the program review. This year, the BARC form was revised to be fully integrated into the program review module, similar to the request forms for faculty and classified employees. However, writers were limited to five BARC requests.

- **Recommendation 5:** Pilot standard data sets for Student Services areas

While each Student Services area may have different services and intended student outcomes, all areas should be collecting data on the students they serve. This information could serve as a baseline for data reporting in Student Services areas (and, potentially, administrative service areas). As a pilot for the 2015-2016 Program Review cycle, the Institutional Research Office worked with three Student Services departments to access service utilization data and prepare a student demographic data dashboard. The dashboard included charts and tables on student education goals, ethnicity, gender, and age. As additional service utilization data are made available, data dashboards will be developed for other Student Services areas.

- **Recommendation 6:** Institute a soft deadline for Lead Writers to submit their Program Reviews to their Deans/Managers for review and feedback

Last year's evaluation process revealed a need to allow more time for collaboration and feedback between lead writers and deans/managers. To address this, the Program Review timeline for 2015-2016 included a soft deadline in late December to submit the review to deans/managers and liaisons, who then had four weeks to give feedback. In addition, training materials for the 2015-2016 season included additional references to the expected amount of communication and collaboration needed across each program or service area and between lead writers and their deans/managers.

### **Evaluation of 2015-2016 Program Review Process**

As was done last year, the Program Review Steering Committee, through the Office of Institutional Effectiveness, conducts an evaluation of the process to determine its effectiveness and to plan improvements for the future. The survey participants include lead writers, deans/managers, liaisons, and members of resource allocation committees, along with informal feedback during Program Review Steering Committee meetings. The feedback is incorporated into the final evaluation report and action plan. These evaluations will form the basis for the Committee's Summer planning and revision of the process for next year.

The Committee will create a follow-up *Integrated Planning Process Evaluation Report* regarding the evaluation and its findings and present it to the President's Cabinet in May 2016.

# SAN DIEGO MESA COLLEGE

## **San Diego Mesa College**

### **Program Review Annual Report**

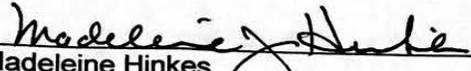
**2015-2016**

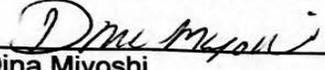
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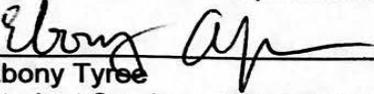
**17 May 2016**

**SAN DIEGO MESA COLLEGE  
ACADEMIC PROGRAM REVIEW COMMITTEE  
COMMITTEE REPORT TO PRESIDENT'S CABINET  
ANNUAL REPORT  
2015-2016**

**COMMITTEE MEMBERSHIP/SIGNATURE PAGE:**

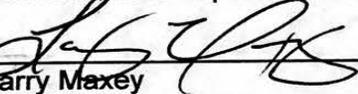
  
Madeleine Hinkes  
Administrative Representative, Co-Chair

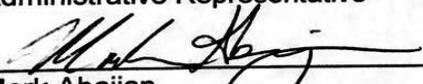
  
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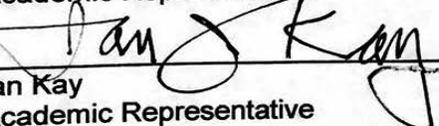
  
Ebony Tyree  
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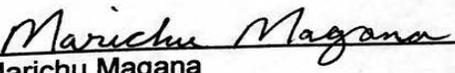
  
Taj Krumholz  
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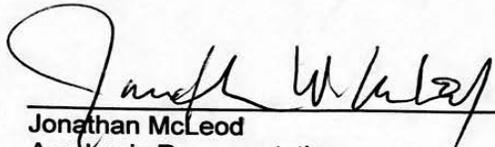
  
Danene Brown  
Administrative Representative

  
Larry Maxey  
Administrative Representative

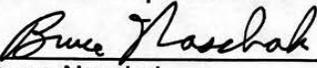
  
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Ian Kay  
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Marichu Magana  
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Jonathan McLeod  
Academic Representative

  
Pegah Motaleb  
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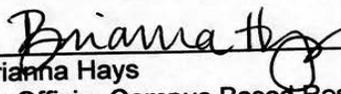
  
Bruce Naschak  
Academic Representative

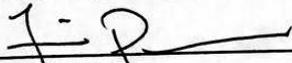
  
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Kevin Branson  
Classified Senate Representative

  
Ginger Davis  
Ex-Officio, Administrative Support

  
Yolanda Catano  
Ex-Officio, Administrative Support

  
Brianna Hays  
Ex-Officio, Campus Based Researcher

  
Toni Parsons  
Ex-Officio, Curriculum Review Committee

**Program Review  
Annual Committee Report 2015-2016**

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**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
ADMINISTRATION  
Pamela Luster, President of Mesa College**

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>President's Office</b></p> <p>Pam Luster Beth Cainin progress</p>	<p>Tim McGrath</p>	<p>The administrative area updated their staff listing. They discussed their AUO assessment cycle. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison by the deadline for final evaluation.</p>	<p>Four goals are in progress.</p> <p>No resource requests were submitted.</p>
<p><b>Vice President of Administrative Services Office</b></p> <p>Rachelle Agatha Taj George</p>	<p>Madeleine Hinkes</p>	<p>The administrative area provided an update to their work in PeopleSoft, safety needs, and building construction. They discussed their AUO assessment cycle. They discussed implications for planning, operations, and service delivery. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals, with 4 action plans, are in progress.</p> <p>No resources were received.</p> <p>Program has requested a Occ/Env Health &amp; Safety Coordinator</p>
<p><b>Vice President of Instruction Office</b></p> <p>Tim McGrath</p>	<p>Madeleine Hinkes</p>	<p>The administrative area provided an update to their work in enrollment management, student success &amp; equity efforts, and faculty hiring. They discussed plans for the next AUO assessment cycle. They discussed implications for planning, operations, and service delivery. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress.</p> <p>No resources were received.</p> <p>No resource requests were submitted</p>
<p><b>Vice President of Student Services Office</b></p> <p>Ashanti Hands Trina Larson</p>	<p>Andy MacNeill</p>	<p>The administrative area discussed numerous departmental and personnel updates. They discussed their assessment cycle and actions to be taken as a result. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Five goals for the Division of Student Services are in progress. Of the 5 additional goals for the VPSS office, 2 are In progress and 3 are completed.</p> <p>The administrative unit received resources (personnel) but did not respond to this question. Service area submitted requests for senior clerical assistant</p>

## ADMINISTRATION

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>Dean, Student Affairs Office</b></p> <p>Ashanti Hands</p>	<p>Tim McGrath</p>	<p>The administrative area discussed administrative changes. They discussed their AUO assessment and actions to be taken as a result of the assessment. They are looking for IE data that can be analyzed to support the unit. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress, and 1 is complete.</p> <p>No resources were received</p> <p>No resource requests were submitted.</p>
<p><b>Dean, Student Development Office</b></p> <p>Susan Topham</p>	<p>David Fierro</p>	<p>The administrative area provided an update to their work in hiring faculty &amp; staff and implementing the Student Success &amp; Support Program. They discussed their assessment cycle. They discussed implications for planning, operations, and service delivery. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress, and 1 is not started.</p> <p>All new faculty and staff were funded through SSSP.</p> <p>Unit requested space for a student success center.</p>
<p><b>Dean, Student Success &amp; Equity</b></p> <p>Larry Maxey</p>	<p>Tim McGrath</p>	<p>This is a new office, which oversees EOPS, DSPS, Star/Trio, and the HSI Title V Program. The administrative area discussed their mission statement and their advisory Student Success &amp; Equity Committee. AUOs have been established. There is a plan to gather relevant data to assess practices and protocols. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals were established and mapped to the College's strategic directions and goals. An action plan was developed for each goal.</p> <p>Resource needs are supported through Equity funding.</p>
<p><b>Dean, Arts &amp; Languages Office</b></p> <p>Leslie Shimazaki</p>	<p>Ashanti Hands</p>	<p>The administrative area updated staffing and revised their mission statement to include an equity focus. They discussed plans for assessment of AUOs. They discussed implications for planning, operations, and service delivery. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One new goal was established and mapped to the College's strategic directions and goals. An action plan was developed. The prior 2 goals are in progress.</p> <p>No resources were received last year, and no new requests were made.</p>

## ADMINISTRATION

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>Dean, Business &amp; Technology Office</b></p> <p>Danene Brown</p>	<p>Ashanti Hands</p>	<p>The administrative area updated their faculty listing. They discussed actions to be taken as a result of AUO assessment. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Six of the 7 goals action plans were complete, with one still in progress.</p> <p>Unit addressed resources received (faculty, scanner) and how those resources are being used to advance program goals.</p> <p>No requests were made this year.</p>
<p><b>Dean, Exercise Science, Health Education &amp; Athletics Office</b></p> <p>Dave Evans</p>	<p>Madeleine Hinkes</p>	<p>The administrative area updated their faculty and staff listing. They discussed their assessment cycle in detail. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are complete, and 3 are in progress.</p> <p>Admin area acknowledged the new faculty and equipment received by the School last year.</p> <p>No resource requests were submitted.</p>
<p><b>Dean, Health Sciences &amp; Public Service Office</b></p> <p>Margie Fritch</p>	<p>Saeid Eidgahy</p>	<p>The administrative area updated their description, with one program leaving and a new one starting. They discussed their assessment cycle. There are no new data to discuss.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two of the 3 goals from last year are completed, while 1 is in progress. Two new goals were written, mapped to the College's strategic directions and ILOs, and have action plans.</p> <p>Service area acknowledged the new faculty and equipment received by the School last year.</p>
<p><b>Dean, Humanities Office</b></p> <p>Andy MacNeill</p>	<p>Saeid Eidghy</p>	<p>The administrative area is revising their mission statement. They discussed faculty and staff changes, curricular changes, and the progress of the Writing Center and Legacy Program. They discussed their AUO assessment results. They are analyzing data from a 2015 SWOT analysis.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four of the 5 goals are in progress, and one has not been started yet.</p> <p>No resources were received last year.</p> <p>A replacement senior clerical assistant is requested, along with an iPad.</p>

## ADMINISTRATION

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>Dean, Learning Resources &amp; Technology Office</b></p> <p>Tim McGrath</p>	<p>Andy MacNeill</p>	<p>The administrative area is dealing with leadership challenges, changes to their physical layout, and staffing issues. New AUOs will be developed. Building usage data are documented.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are Completed, 1 is in progress, and 1 was not addressed.</p> <p>No resource requests were submitted last year or this year.</p>
<p><b>Dean, Math &amp; Sciences Office</b></p> <p>Saeid Eidgahy</p>	<p>David Fierro</p>	<p>The administrative area listed two new faculty. They discussed their assessment cycle. They discussed their productivity.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of the 5 goals/action plans, 4 are completed and 1 is in progress.</p> <p>Service area resubmitted request for a senior clerical assistant and instructional support supervisor.</p>
<p><b>Dean, Social &amp; Behavioral Sciences &amp; Multicultural Studies Office</b></p> <p>Charles Zappia</p>	<p>Saeid Eidgahy</p>	<p>The administrative area updated their list of faculty. They discussed their AUO assessment results. They cited productivity data.</p> <p>Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>All 5 goals are in progress.</p> <p>No resource requests were submitted.</p>
<p><b>Office of Communications</b></p> <p>Lina Heil</p>	<p>David Fierro</p>	<p>The administrative area provided an update on staffing and the new website. They discussed actions to be taken as a result of AUO assessment. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of the nine goals/action plans, 5 are completed, 3 are in progress, and 1 is not started.</p> <p>No resources were received last year.</p> <p>Service area requested a sports information director to be shared with Exercise Science, specialized software, and light pole banners.</p>

**ADMINISTRATION**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Office of Institutional Effectiveness</b></p> <p>Madeleine Hinkes Bri Hays</p>	<p align="center">Ashanti Hands</p>	<p>The administrative area updated staffing information. They discussed their AUO assessment cycle and actions to be taken as a result. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are completed, and 5 are in progress.</p> <p>No resources were received last year.</p> <p>A Facilities request was submitted, to rework the office area for more working space.</p>
<p align="center"><b>Office of Resource Development</b></p> <p>Anne Zakovic</p>	<p align="center">Andy MacNeill</p>	<p>The administrative area updated changes in Foundation members and the challenge of a devalued stock market. They documented needs met but realized there are unmet needs. Records of donations suggest that the donor base needs to be increased.</p> <p>Program Review was submitted to liaison and manager after the deadline for final evaluation.</p>	<p>Both goals are in progress.</p> <p>No resources were received.</p> <p>No resource requests are made.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
ADMINISTRATIVE SERVICE AREAS  
Rachelle Agatha, Vice President of Administrative Services**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Academic Skills Center</b></p> <p>Carol Sampaga Sim Barhoum Terrie Teegarden</p>	<p>Taj George</p>	<p>The service area updated their faculty list and their strengths and challenges. They are developing an assessment program. Data are presented from client surveys and productivity measures.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three action plans are in progress.</p> <p>No resources were received.</p> <p>Service area requests two instructional assistants and a tutoring coordinator.</p>
<p><b>Business Services</b></p> <p>Erica Garcia Marco Chavez Taj George</p>	<p>Kevin Branson</p>	<p>The service area provided a staffing update and discussed the issues with PeopleSoft. They discussed actions to be taken as a result of AUO assessment. They conducted a fit/gap analysis.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four action plans are in progress.</p> <p>No resources were received.</p> <p>Service area requested a senior accounting technician.</p>
<p><b>Center for Independent Learning</b></p>		<p>.See College Technology Services</p>	
<p><b>College Technology Services</b></p> <p>David Fierro Taj George</p>	<p>Michael McLaren</p>	<p>Service area updated their staff listing and their strengths and challenges. They discussed actions taken as a result of the AUO assessment. They provided data on man-hours of planned work and unplanned trouble tickets.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, the other is not implemented.</p> <p>No resource requests were received last year or submitted this year.</p>

### ADMINISTRATIVE SERVICE AREAS

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>Employment/ Payroll &amp; Administrative/ Technical Support &amp; Info Services</b></p> <p>Lynn Lasko Taj George</p>	<p>Michael McLaren</p>	<p>The service area updated their staff list and discussed issues with the implementation of PeopleSoft. They discussed actions to be taken as a result of AUO assessment. They conducted a fit/gap analysis.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress.</p> <p>No resource requests were received last year or submitted this year.</p>
<p><b>Learning Resources</b></p> <p>Devin Milner</p>	<p>Taj George</p>	<p>The service area detailed considerable changes to their personnel, procedures, and physical space, all of which increased their challenges. They discussed actions to be taken as a result of AUO assessment. They presented data on usage of various library services.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four action plans are completed, 2 are in progress, 5 are not started, and 1 is not implemented.</p> <p>Service area addressed resources received last year.</p> <p>Service area requested an instructional services librarian and 3 database subscriptions.</p>
<p><b>Printing &amp; Mail Services (Formerly, Reprographic Center/Mailroom)</b></p> <p>Penny Hedgecoth Taj George</p>	<p>Michael McLaren</p>	<p>The service area updated their staff. They did not address AUO assessment or any data relevant to planning or service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>No resources were received and none are requested.</p>
<p><b>Stockroom</b></p> <p>Frank Fernandez Taj George</p>	<p>Kevin Branson</p>	<p>The service area discussed new challenges. They discussed plans for the AUO cycle. No performance data were presented.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Service area did not receive resources last year or request any this year.</p>

**ADMINISTRATIVE SERVICE AREAS**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Student Accounting</b></p> <p>Lynn Dang Taj George</p>	<p align="center">Kevin Branson</p>	<p>The service area updated their staff and discussed issues with PeopleSoft. They discussed actions to be taken as a result of AUO assessment. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals are in progress.</p> <p>No resource requests were submitted last year or this year.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF ARTS AND LANGUAGES  
Leslie Shimazaki, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Art-Fine Art (All)</b> Barbara Sexton</p>	<p>Anar Brahmbhatt</p>	<p>The program is hiring a new faculty member. They added a new goal of developing a student success program within their department. The program discussed its assessment cycle in detail with actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching &amp; learning strategies, Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals, including a new one, are in progress. Program acknowledged resources received. Program submitted requests for two instructional lab, faculty in photography, and specialized equipment.</p>
<p><b>Dramatic Arts</b> Kristan Clark</p>	<p>Dina Miyoshi</p>	<p>The program discussed changes in curriculum. They discussed the assessment cycle in detail. They discussed relevant data on key performance indicators. Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program added five new goals for a total of 15 goals. Two are completed, 8 are in progress, 1 is not started, and 4 have no status updates . Program addressed resources received last year, and discussed how the resources advanced their goals and action plans. Program submitted requests for faculty, two instructional lab assistants, an instructional assistant, specialized equipment, and facilities improvements.</p>

**SCHOOL OF ARTS AND LANGUAGES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Foreign Languages</b></p> <p>Jeff Berry Virginia Sanchez-Bernardy Francisco Zabaleta Alison Primoza</p>	<p>Saloua Saidane</p>	<p>The program listed changes to its curriculum and scheduling. They discussed their assessment cycle and actions to be taken as a result. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is complete with 3 not yet started.</p> <p>No resources were received last year.</p> <p>Program submitted requests for a language center director and faculty in French, Spanish, and Japanese</p>
<p><b>Music</b></p> <p>George Svoboda</p>	<p>Brian Cushing</p>	<p>The program updated its curriculum, strengths, and challenges. It discussed its assessment cycle. It discussed relevant data on key performance indicators with implications for planning and teaching.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of its four goals, two are completed and two not started.</p> <p>Program addressed resources received and how they are advancing program goals. .</p> <p>Program requested specialized equipment.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF BUSINESS AND TECHNOLOGY  
Danene Brown, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p style="text-align: center;"><b>Accounting</b> Tracy Tuttle</p>	<p style="text-align: center;">Madeleine Hinkes</p>	<p>The program provided an update on new faculty and the formation of an accounting advisory board. They discussed their assessment program with plans for the next cycle. They discussed relevant data on equity and key performance indicators, with implications for teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are completed, four are in progress, and one is not started.</p> <p>Program addressed resources received last year and discussed how they are being used to advance program goals.</p> <p>Program requested software.</p>
<p style="text-align: center;"><b>Business Admin / Management</b> Lisa Shapiro</p>	<p style="text-align: center;">Dina Miyoshi</p>	<p>The program discussed updates to their mission and curriculum. They discussed their assessment cycle and actions to be taken as a result. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two new goals have been added. Of the other six, 3 are completed and 3 are in progress.</p> <p>Program addressed resources received last year and discussed how they are being used to advance program goals.</p> <p>Program submitted requests for faculty and for software.</p>

**SCHOOL OF BUSINESS AND TECHNOLOGY**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Computer &amp; Information Sciences</b></p> <p>Walter Wesley</p>	<p align="center">Bruce Naschak</p>	<p>The program discussed updates to its curriculum, strengths and challenges, and the labor market. They briefly discussed their assessment cycle. They discussed equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program identified 2 goals. Of the 5 action plans, 2 are completed and 3 are in progress.</p> <p>Program addressed resources received last year through Perkins funding, and discussed how they are being used to advance program goals.</p> <p>Program submitted requests for faculty in information science and data science.</p>
<p align="center"><b>Computer Business Technology</b></p> <p>Karen Williams</p>	<p align="center">Connie Renda</p>	<p>The program updated faculty changes and plans for the new Business and Technology Building. They discussed their assessment cycle and actions to be taken as a result. They discussed relevant equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program added one new goal; all three are in progress.</p> <p>Program addressed resources received last year through Perkins funding and discussed how they are being used to advance program goals.</p> <p>Program requested faculty and conference funding.</p>
<p align="center"><b>Culinary Arts/ Culinary Management</b></p> <p>Tonya Whitfield</p>	<p align="center">Madeleine Hinkes</p>	<p>The program updated its plans for the new building and its curriculum. They discussed their assessment cycle and actions to be taken as a result of the assessment. The program discussed relevant data on equity and key performance indicators and implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Action plans were developed for four goals. One is completed, two are in progress, and one is not started</p> <p>Program addressed resources received and how the resources are being used to advance program goals.</p> <p>Program requested an instructional lab technician and specialized equipment.</p>

## SCHOOL OF BUSINESS AND TECHNOLOGY

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p style="text-align: center;"><b>Economics</b></p> <p>Becca Arnold</p>	<p style="text-align: center;">Dina Miyoshi</p>	<p>The program updated its curriculum. They discussed the assessment cycle and plans for the next cycle. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed and one is in progress.</p> <p>Program addressed resources received last year and discussed how they are being used to advance program goals.</p> <p>Program requested no resources this year</p>
<p style="text-align: center;"><b>Fashion</b></p> <p>Meegan Feori</p>	<p style="text-align: center;">Anne Geller</p>	<p>The program updated their certificates, curriculum, faculty, and advisory board. They discussed the assessment cycle and actions to be taken as a result of assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of their 21 action plans, 15 are in progress and 6 are not yet started.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program submitted requests for faculty, travel, software, and supplies and equipment.</p>
<p style="text-align: center;"><b>Geographic Information Systems</b></p> <p>Karen Owen</p>	<p style="text-align: center;">Bruce Naschak</p>	<p>The program updated faculty and advisory committee. New SLOs were written. Program discussed assessment cycle in detail and actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program submitted no requests for resources</p>

**SCHOOL OF BUSINESS AND TECHNOLOGY**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Hospitality</b></p> <p>Mark Abajian</p>	<p align="center">Bruce Naschak</p>	<p>The program updated its faculty and curriculum plans. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program added a fourth goal and provided action plans for all four. One is completed, two are in progress, and one is not started.</p> <p>Program addressed resources received last year.</p> <p>Program submitted request for an instructional lab technician.</p>
<p align="center"><b>Marketing</b></p> <p>Mariette Rattner</p>	<p align="center">Pegah Motaleb</p>	<p>The program stated no updates to curriculum or staffing. Program discusses its assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of their three goals, two are in progress and one is completed.</p> <p>Program received no resources last year.</p> <p>Program submitted no requests for resources</p>
<p align="center"><b>Multimedia</b></p> <p>Alfonso Saballett</p>	<p align="center">Connie Renda</p>	<p>The program updated curriculum, degrees, and certificates. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are completed, two are in progress, and two are not started.</p> <p>Program addressed resources received last year.</p> <p>Program submitted no requests for resources</p>

**SCHOOL OF BUSINESS AND TECHNOLOGY**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Real Estate</b></p> <p>Lee Steidel</p>	<p>Connie Renda</p>	<p>The program updated adjunct faculty, advisory group, and curriculum. They discussed their assessment cycle and actions to be taken as a result of assessment. They discussed relevant data on equity and key performance indicators with implications for planning and teaching strategies.</p> <p>Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Action plans were added to their three goals. One is completed, one is in progress, and one is not implemented.</p> <p>Program received no resources last year.</p> <p>Program submitted no requests for resources.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE  
Margie Fritch, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>American Sign Language &amp; Interpreting</b></p> <p>Joe Halcott Barbara Buchanan</p>	<p>Dina Miyoshi</p>	<p>The program stated no updates. Program discusses its assessment cycle. They briefly discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is in progress and two are not started.</p> <p>No response was provided to the Closing the Loop question.</p> <p>Program submitted no requests for resources.</p>
<p><b>Animal Health Technology</b></p> <p>Peggy Fischer</p>	<p>Jonathan McLeod</p>	<p>The program updated faculty, staff, curriculum, and challenges. They discussed their assessment and actions to be taken as a result. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of their three goals, one is in progress and two are not started.</p> <p>No resources were received last year.</p> <p>Program requested a senior clerical assistant and specialized equipment.</p>
<p><b>Child Development</b></p> <p>Lou Ann Gibson Susheela Narayanan</p>	<p>Anne Geller</p>	<p>The program updated its faculty and curriculum. They discussed their assessment cycle and plans for the next cycle. They discussed relevant data on key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are completed, and two will not be implemented.</p> <p>Program addressed resources received and how the resource is being used to advance program goals.</p> <p>Program requested two faculty, an instructional assistant, and an instructional lab technician.</p>

## SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p><b>Dental Assisting</b> Margaret Fickess</p>	<p>Anar Brahmbhatt</p>	<p>The program updated its faculty. They discussed plans for the next assessment cycle. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress, and two are not started.</p> <p>Program addressed resources received and how the resources are being used to advance program goals.</p> <p>Program submitted request for an instructional lab technician and equipment.</p>
<p><b>Health Information Technology</b> Connie Renda</p>	<p>Anar Brahmbhatt</p>	<p>The program updated its health information management baccalaureate program. They discussed plans for the next assessment cycle. They discussed relevant equity data.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program identified four goals. Two are completed, one is in progress, and one is not started.</p> <p>Program addressed resources received and how the resources are being used to advance program goals.</p> <p>Program requested a senior clerical assistant.</p>
<p><b>Medical Assisting</b> Danielle Lauria</p>	<p>Brian Cushing</p>	<p>The program updated its curriculum. They discussed actions to be taken as a result of their assessments. They discussed relevant key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program developed action plans for their eight goals. One goal is completed, and seven are not started.</p> <p>Program did not receive funding.</p> <p>Program requested faculty, an instructional lab technician, and a senior clerical assistant.</p>

## SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p style="text-align: center;"><b>Nutrition</b></p> <p style="text-align: center;">Elizabeth Chu</p>	<p style="text-align: center;">Jonathan McLeod</p>	<p>The program updated its curriculum and role in the SEEDS program. A Nutrition and Dietetics Club has been formed. They discussed their assessment cycle, actions to be taken as a result of assessment, and plans for the next cycle. They discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program developed seven action plans for their five goals. One plan is completed, four are in progress, and two are not started</p> <p>Program addressed resources received and how the resources are being used to advance their goals.</p> <p>Program submitted no resource requests.</p>
<p style="text-align: center;"><b>Phlebotomy</b></p> <p style="text-align: center;">Danielle Lauria</p>	<p style="text-align: center;">Madeleine Hinkes</p>	<p>This is a new program. They listed faculty, mission statement, program description, goals and vision. An advisory group is being formed. Learning outcomes have been written and will be assessed. Program listed the demographic composition of their students.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program developed one goal with an action plan in progress.</p> <p>Program requested a budget.</p>
<p style="text-align: center;"><b>Physical Therapist Assistant</b></p> <p style="text-align: center;">Tina Recalde</p>	<p style="text-align: center;">Mark Abajian</p>	<p>The program updated faculty and challenges. They discussed their assessment cycle and plans for the next cycle. They discussed relevant data on key performance indicators and implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, and two are in progress.</p> <p>Program did not respond to the Closing the Loop question.</p> <p>Program requested a senior clerical assistant.</p>

**SCHOOL OF HEALTH SCIENCES AND PUBLIC SERVICE**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Radiologic Technology</b></p> <p>Christy Foster Bollman</p>	<p align="center">Ian Kay</p>	<p>The program updated faculty, curriculum, and clinical placements. They discussed plans for next assessment cycle. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program has eight action plans. Four are completed, and four are in progress.</p> <p>Program addressed resources received and how the resources are being used to advance program goals.</p> <p>Program requested a senior clerical assistant.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF HUMANITIES  
Andrew MacNeill, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Communication Studies</b></p> <p>Kim Perigo Anne Kincade</p>	<p>Manny Bautista</p>	<p>The program updated its faculty. They discussed their assessment cycle and plans for the next cycle. The program discussed relevant data on equity and key performance indicators and discussed implications for planning and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program developed one goal and three action plans. One is in progress, and the others are not started.</p> <p>Program addressed new faculty hires.</p> <p>Program submitted requests for two faculty</p>
<p><b>English</b></p> <p>Jill Moreno Ikari</p>	<p>Brian Cushing</p>	<p>The program updated faculty, curriculum, and extra-curricular activities. They discussed their assessment cycle and listed revised course-level outcomes. The program discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress.</p> <p>Program addressed new faculty hires.</p> <p>Program submitted requests for supplies and facilities improvements in English Village.</p>

**SCHOOL OF HUMANITIES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Humanities</b></p> <p>Bruce Naschak</p>	<p align="center">Barbara Buchanan</p>	<p>The program updated faculty and curriculum. They discussed their assessment cycle and actions to be taken as a result of the assessment. The program discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program added three new goals. Of the previous four goals, one is completed, 2 are in progress, and one is not started.</p> <p>Program addressed what resources were received and how the resources are being used to advance program goals.</p> <p>Program submitted requests for equipment.</p>
<p align="center"><b>Journalism</b></p> <p>Janna Braun</p>	<p align="center">Susheela Narayanan</p>	<p>The program separated from the English Department. They provided a mission statement, strengths and challenges, and an advisory committee. The program wrote and assessed new course-level outcomes and discussed actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress, and one is completed.</p> <p>Program received no resources last year.</p> <p>Program submitted request for an instructional lab technician.</p>
<p align="center"><b>Teacher Education</b></p> <p>Laurie Lorence</p>	<p align="center">Saloua Saidane</p>	<p>The program updated curriculum and the labor market. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators, with implications for planning.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals were identified. One is completed, one is in progress, and one is not started.</p> <p>Program received no resources last year.</p> <p>Program requested a clerical assistant and a Teacher Education manager</p>

**SCHOOL OF HUMANITIES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>ESOL</b></p> <p>Tracey Walker</p>	<p>Madeleine Hinkes</p>	<p>The program updated faculty and curriculum. They discussed their assessment cycle and plans for the next cycle. They discussed relevant data on key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of their three goals, one is in progress, one is not started, and one is not implemented.</p> <p>Program received no resources last year.</p> <p>Program submitted no resource requests.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF MATHEMATICS AND NATURAL SCIENCES  
Saeid Eidgahy, Dean**

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p style="text-align: center;"><b>Accelerated College Programs</b></p> <p>Sharon Hughes</p>	<p style="text-align: center;">Dina Miyoshi</p>	<p>The program updated some new challenges. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators, from their unique perspective on high school campuses.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>All five action plans are in progress.</p> <p>Program received no resources last year.</p> <p>Program requested a senior clerical assistant.</p>
<p style="text-align: center;"><b>Biology</b></p> <p>Anne Geller Paul Sykes</p>	<p style="text-align: center;">Ian Kay</p>	<p>The program updated faculty and staff. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals are in progress, and one is not started.</p> <p>Program addressed resources received and how the new faculty can advance program goals.</p> <p>Program requested new faculty, an instructional lab technician, laboratory supervisor, senior clerical assistant, specialized equipment, and funding for a field trip.</p>
<p style="text-align: center;"><b>Chemistry</b></p> <p>Joe Toto</p>	<p style="text-align: center;">Dina Miyoshi</p>	<p>The program updated faculty, staff, curriculum, and challenges. They discussed assessment and achievement data and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Seven goals are in progress, one is completed, and one is not started.</p> <p>Program addressed resources received and how the new faculty are advancing program goals.</p> <p>Program requested a senior clerical assistant and an instructional support supervisor.</p>



**SCHOOL OF MATHEMATICS AND NATURAL SCIENCES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Engineering</b></p> <p align="center">Morteza Mohssenzadeh</p>	<p align="center">Xiaochuan Song</p>	<p>The program updated curriculum and challenges. They discussed their assessment cycle in detail. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Their one goal is in progress.</p> <p>Program addressed resources received and how the resource is being used to advance program goals.</p> <p>Program requested an instructional support supervisor and senior clerical assistant.</p>
<p align="center"><b>Mathematics</b></p> <p align="center">Alan Bass Terrie Teegarden</p>	<p align="center">Xiaochuan Song</p>	<p>The program updated faculty, curriculum, vision, and challenges. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals are in progress.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program requested faculty, a senior clerical assistant, and computers and software.</p>
<p align="center"><b>Physical Sciences</b></p> <p align="center">Don Barrie</p>	<p align="center">Jonathan McLeod</p>	<p>The program updated faculty, curriculum, and staffing needs. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals were added to the previous three. Two are completed, and three are in progress.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program requested a senior clerical assistant, an instructional support supervisor, and specialized equipment for astronomy and geology.</p>

**SCHOOL OF MATHEMATICS AND NATURAL SCIENCES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Physics</b></p> <p>Claude Mona</p>	<p align="center">Xiaochuan Song</p>	<p>The program updated curriculum and staffing challenges. They discussed their assessment cycle. They discussed relevant data on key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is in progress, and the other is not started.</p> <p>Program received no resources last year.</p> <p>Program requested a senior clerical assistant, an instructional support supervisor, faculty, and specialized equipment.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF EXERCISE SCIENCE, HEALTH EDUCATION AND ATHLETICS  
Dave Evans, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p style="text-align: center;"><b>Dance</b></p> <p style="text-align: center;">Aulani Chun</p>	<p style="text-align: center;">Ian Kay</p>	<p>The program updated faculty, curriculum, vision, strengths, challenges, and the labor market. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two new goals were added, bringing the total to eight. Five are in progress, one is not implemented, and two are not started.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance their goals.</p> <p>Program submitted request for faculty, specialized equipment, and facilities modifications.</p>
<p style="text-align: center;"><b>Exercise Science</b></p> <p style="text-align: center;">Nathan Resch Marc Pinckney Elizabeth Barrington</p>	<p style="text-align: center;">Joe Halcott</p>	<p>The program updated faculty and staff and noted their new building. They discussed their assessment cycle, actions to be taken as a result of the assessment, and plans for the next cycle. They discussed relevant data on key performance indicators, with implications for teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>The program's 32 goals sort into three major areas: build a new aquatics facility, facilities improvements to indoor and outdoor venues, and increase the number of degrees by supporting the Health Education program and Personal Trainer certificate program. Five goals are completed, 14 are in progress, and 13 are not started.</p> <p>Program addressed resources received last year and discussed how the resources impacted their goals.</p> <p>Program submitted requests for a sports information director, groundskeeper, athletic trainer, 3 faculty, facilities improvements, and supplies and equipment.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
SCHOOL OF SOCIAL & BEHAVIORAL SCIENCES AND MULTICULTURAL STUDIES  
Charles Zappia, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Anthropology</b></p> <p>Jennifer Sime Ryan Mongelluzzo</p>	<p>Anne Geller</p>	<p>The program updated faculty and curriculum. They discussed their assessment results. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Six goals are in progress, and one is completed.</p> <p>Program received no resources last year.</p> <p>Program requested faculty and specialized field equipment.</p>
<p><b>Architecture</b></p> <p>Ian Kay</p>	<p>Manny Bautista</p>	<p>The program stated no updates. They discussed their assessment cycle in detail with actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators, with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, two are in progress, and one is not started.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program submitted requests for an instructional lab tech, specialized equipment, and facilities modifications.</p>
<p><b>Black Studies</b></p> <p>Thekima Mayasa Paula Johnson</p>	<p>Mark Abajian</p>	<p>The program updated their faculty, curriculum, strengths, and challenges. They briefly discussed their assessment cycle. They discussed relevant data on equity and key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed and one is in progress.</p> <p>Program addressed resources received last year.</p> <p>Program submitted no resource requests.</p>

**SCHOOL OF SOCIAL & BEHAVIORAL SCIENCES AND MULTICULTURAL STUDIES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Building Construction Technology</b></p> <p>Larry Horsman</p>	<p>Susheela Narayanan</p>	<p>The program updated faculty and labor market information. They discussed their assessment cycle in detail with actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program identified two new goals, and both are in progress.</p> <p>Program addressed resources received and how the resource is being used to advance program goals.</p> <p>Program submitted no requests for resources.</p>
<p align="center"><b>Chicano Studies</b></p> <p>Manuel Velez</p>	<p>Saloua Saidane</p>	<p>The program updated their faculty. They discussed their assessment cycle in detail with actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, four are in progress, with two not implemented.</p> <p>Program did not receive resources last year.</p> <p>Program submitted a request for faculty.</p>
<p align="center"><b>Geography</b></p> <p>Ken Berger Waverly Ray</p>	<p>Pegah Motaleb</p>	<p>The program updated faculty and challenges. They discussed their assessment cycle. They discussed relevant data on key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Program added a third goal; all are in progress.</p> <p>Program did not receive resources last year.</p> <p>Program submitted a request for specialized equipment.</p>

**SCHOOL OF SOCIAL & BEHAVIORAL SCIENCES AND MULTICULTURAL STUDIES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>History</b></p> <p>Jonathan McLeod</p>	<p align="center">Manny Bautista</p>	<p>The program updated their faculty. They discussed their assessment cycle. They discussed relevant data on equity and key performance indicators with implications for curriculum and learning strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Their one goal is not started.</p> <p>Program acknowledged new faculty and how they are advancing program goals.</p> <p>Program requested two faculty.</p>
<p align="center"><b>Interior Design</b></p> <p>Holly Hodnick</p>	<p align="center">Marc Abajian</p>	<p>The program updated faculty, curriculum, challenges, and the labor market. They discussed their assessment cycle. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Of their four goals, one is completed and three are not implemented.</p> <p>Program addressed resources received last year.</p> <p>Program requested faculty and a facilities modification.</p>
<p align="center"><b>Philosophy</b></p> <p>Nina Rosenstand</p>	<p align="center">Madeleine Hinkes</p>	<p>The program updated faculty and curriculum. They discussed their assessment cycle. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress, and two are not started.</p> <p>Program addressed resources received and how the resources are being used to advance program goals.</p> <p>Program submitted no requests for resources.</p>
<p align="center"><b>Political Science</b></p> <p>Michelle Rodriguez</p>	<p align="center">Pegah Motaleb</p>	<p>The program stated no updates. They discussed their assessment cycle. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress, and one is not started.</p> <p>Program received no resources last year.</p> <p>Program submitted no requests for resources.</p>

**SCHOOL OF SOCIAL & BEHAVIORAL SCIENCES AND MULTICULTURAL STUDIES**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Psychology</b></p> <p>Dina Miyoshi</p>	<p align="center">Anar Brahmbhatt</p>	<p>The program updated faculty and curriculum. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for planning and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Six goals are in progress.</p> <p>Program addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Program submitted request for faculty.</p>
<p align="center"><b>Sociology</b></p> <p>Tanya Kravatz</p>	<p align="center">Madeleine Hinkes</p>	<p>The program updated faculty. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for curriculum, planning, and teaching strategies.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is in progress and one is not started.</p> <p>Program addressed resources received last year in conjunction with the new building.</p> <p>Program submitted request for faculty.</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
STUDENT DEVELOPMENT AND MATRICULATION  
Susan Topham, Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Admissions/ Records/Veterans</b></p> <p>Ivonne Alvarez Pahua Vang</p>	<p>Genevieve Esguerra</p>	<p>The service area updated staffing changes and challenges. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress, and one is not implemented.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted requests classified staff.</p>
<p><b>Counseling</b></p> <p>Ailene Crakes</p>	<p>Marichu Magana</p>	<p>The service area updated faculty and staff. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data on equity and key performance indicators with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Seven goals are in progress.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area requested faculty and facilities enhancements.</p>
<p><b>Employment/ Career Center</b></p> <p>Susan Topham Ginger Davis</p>	<p>Genevieve Esguerra</p>	<p>The service area updated their staff. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data from point of service tracking and surveys.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are completed, and three are in progress.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted no resource requests.</p>

## STUDENT DEVELOPMENT AND MATRICULATION

Area and Lead Writers	Program Review Liaisons	Comments from Liaison Reviewers	Goals, Objectives, & Resource Requests
<p style="text-align: center;"><b>Evaluations</b></p> <p>Susan Topham Ginger Davis</p>	<p style="text-align: center;">Monica Romero</p>	<p>The service area updated their staff. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data from point of service tracking and surveys.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are completed, and one is in progress.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted no resource requests.</p>
<p style="text-align: center;"><b>International Students Program</b></p> <p>Adrienne Dines Ivonne Alvarez</p>	<p style="text-align: center;">Leroy Johnson</p>	<p>The service area updated staffing. They discussed their assessment cycle. They discussed relevant demographic data.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Service area received no resources last year.</p> <p>Service area submitted no resource requests.</p>
<p style="text-align: center;"><b>Mesa Academics and Athletics Program</b></p> <p>Kristy Carson</p>	<p style="text-align: center;">Isaac Arguelles-Ibarra</p>	<p>The service area updated their list of intercollegiate sports and reported on a pilot online progress reporting system. They briefly discussed outcomes assessment. They discussed relevant demographic data.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is in progress, and two are not implemented.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted requests for memberships and conferences.</p>

**STUDENT DEVELOPMENT AND MATRICULATION**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Mesa Academy</b> Michael Temple</p>	<p>Isaac Arguelles-Ibarra</p>	<p>The service area reported on mentoring, outreach and communication, and counseling services. They discussed actions to be taken as a result of assessment. They discussed relevant data on key performance indicators with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Service area used SLOs as goals. Three are marked complete, one is in progress, and one is not started.</p> <p>Service area received no resources last year.</p> <p>Service area submitted requests for memberships and conferences.</p>
<p><b>Orientation/ Assessment</b> Adam Erlenbusch</p>	<p>Genevieve Esguerra</p>	<p>The service area updated staff, structure, and accomplishments. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Service area received no resources last year.</p> <p>Service area submitted no resource requests.</p>
<p><b>Puente</b> Guillermo Marrujo</p>	<p>Isaac Arguelles-Ibarra</p>	<p>The service area noted a staffing change for Fall 2016. Their assessment cycle is within the Counseling Program. They discussed relevant demographic data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals are in progress, and two are not implemented.</p> <p>Service area received no resources last year.</p> <p>Service area submitted no requests for resources.</p>

**STUDENT DEVELOPMENT AND MATRICULATION**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Transfer Center</b></p> <p>Leroy Johnson</p>	<p>Ebony Tyree</p>	<p>The service area updated staff and external influences. They discussed actions to be taken as a result of assessment. They discussed relevant data on key performance indicators with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are in progress.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted request for a transfer center counselor</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
STUDENT AFFAIRS  
Genevieve Esguerra, Acting Dean**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Financial Aid</b> Cathy Springs</p>	<p>Marichu Magana</p>	<p>The service area updated staff, strengths, and challenges. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant demographic data.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Service area received no resources last year.</p> <p>Service area submitted a request for a student assistance technician.</p>
<p><b>Outreach</b> Genevieve Esguerra Karla Trutna</p>	<p>Marichu Magana</p>	<p>The service area updated staff, strengths, and challenges. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data on key performance indicators with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Two goals are completed, and two are in progress.</p> <p>Service area addressed resources received and how the resources are being used to advance program goals.</p> <p>Service area submitted requests for supplies and equipment and a facilities modification.</p>
<p><b>Student Affairs</b> Ashanti Hands</p>	<p>Ebony Tyree</p>	<p>The service area updated their staff. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Three goals are in progress.</p> <p>Program received no resources last year.</p> <p>Service area submitted requests for a student services assistant and a student activities coordinator.</p>

**STUDENT AFFAIRS**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p align="center"><b>Student Health Services</b></p> <p>Suzanne Khambata</p>	<p align="center">Monica Romero</p>	<p>The service area updated their staff and challenges. They discussed their assessment cycle with actions to be taken as a result of the assessment. They discussed relevant data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, two are in progress, and one is not implemented.</p> <p>Service area received no resources last year.</p> <p>Service area submitted a request for a nurse/nurse practitioner</p>

**SAN DIEGO MESA COLLEGE  
PROGRAM REVIEW ANNUAL REPORT, 2015-2016  
STUDENT SUPPORT SERVICES  
Larry Maxey, Dean, Student Success & Equity**

<b>Area and Lead Writers</b>	<b>Program Review Liaisons</b>	<b>Comments from Liaison Reviewers</b>	<b>Goals, Objectives, &amp; Resource Requests</b>
<p><b>Disability Support Programs &amp; Services</b></p> <p>Erika Higginbotham</p>	<p>Leroy Johnson</p>	<p>The service area updated their staff. They discussed actions to be taken as a result of assessment. They discussed relevant data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>Four goals are in progress</p> <p>Service area addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Service area submitted requests for two student services assistants, a counselor, and a facilities repair.</p>
<p><b>EOPS</b></p> <p>Nellie Dougherty</p>	<p>Ebony Tyree</p>	<p>The service area updated staff, strengths, challenges, and external influences. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, and three are in progress.</p> <p>Service area addressed resources received last year and discussed how the resources are being used to advance program goals.</p> <p>Service area submitted requests for a counselor and student services technician.</p>
<p><b>STAR TRIO</b></p> <p>Marichu Magana</p>	<p>Leroy Johnson</p>	<p>The service area updated staff and challenges. They discussed their assessment cycle and actions to be taken as a result of the assessment. They discussed relevant data with implications for planning, operations, and service delivery.</p> <p>Program Review was submitted to liaison and manager by the deadline for final evaluation.</p>	<p>One goal is completed, and two are in progress.</p> <p>Service area addressed resources received last year and discussed how the resources impacted their goals and outcomes</p> <p>Service area submitted requests for a counselor.</p>

## STUDENT SERVICES