

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/29/2013

Management Area:

Instruction

Program:

Administration of Justice

Sub-Program:

First Name:

Jerry

Last Name:

Hoover

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Revise online courses to include use of technology in education.

Progress:

The use of video presentations to address the forum/discussion segments of the online courses is being explored. Videos will be developed for the spring '14 semester classes.

Objective:

Research possible certificate program(s) that would enhance employability of students.

Progress:

A new Forensic CSI certificate of achievement has been developed and submitted to Curriculum Committee. Revisions are being made at the time of this report.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Objective 1: Video production for online classes will continue from prior year.

Current resources are adequate for this objective.

Action Plan (include who is responsible):

The ADMJ coordinator/instructor is responsible for producing and uploading the videos.

Objective:

Objective 2: Forensic CSI certificate of achievement from prior year will be revised and submitted to Chancellor's

Office.

Action Plan (include who is responsible):

ADMJ coordinator/instructor is responsible for development of this certificate.

Current resources are adequate for this objective.

Objective:

Objective 3: Increase hands-on methods of teaching in CSI class.

No additional funds are needed.

Action Plan (include who is responsible):

ADMJ coordinator/instructor is responsible for updating the teaching methods and securing materials.

Objective:

Objective 4: Bring ADMJ CORs into alignment with CID descriptors.

Action Plan (include who is responsible):

ADMJ Coordinator.

No additional funds needed.

Objective:

Objective 5: Complete TMC degree for administration of justice.

Action Plan (include who is responsible):

ADMJ Coordinator.

No additional funds needed.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue all objectives from prior year:

1. Videos for online courses
2. Certificate in Forensic CSI
3. Hands On methods for teaching CSI class
4. COR's aligned with CID Descriptors
5. TMC degree for administration of justice

Action Plan (include who is responsible):

ADMJ Coordinator

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☐ Strategic Plan
- ☐ Student Services Plan

- ☒ Students will communicate effectively
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Describe how objective relates to results from SLO Assessments:

SLOAC assessments show that students learn skills from hands on assignments. Pre- and post-tests show that students improve in those areas covered by SLOs.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

- The program now has one full-time faculty member and two associate faculty members
- The program continues to generate interest among AJ majors and non-majors
- The TMC in Administration of Justice has been submitted for approval
- The certificate in Forensic CSI has been submitted for approval
- Two ADMJ courses are being offered online per semester


Explain significant issues and/or changes that have occurred since the last CPR.

The program will offer a TMC degree and will retire the old degree program once approved. The certificate in Forensic CSI will require students to take more science courses outside the AJ program. No other significant changes have occurred.

Briefly explain significant changes expected during the upcoming year.

None.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	<input type="text"/>

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/1/2013

Management Area:

Instruction

Program:

Agriculture

Sub-Program:

First Name:

Russell

Last Name:

Reid

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Continue to develop curriculum and teaching methodologies to improve instructional outcomes.

Progress:

- Curriculum Updates to Agriculture and Equine Studies Degrees and Certificates were submitted to address changes from the Chancellor's Office
- Professional memberships with California Agriculture Teachers Association (CATA) and Upper Feather River Watershed Group (UFRWG)
- Professional Development opportunities including UC Davis Horse Day, Red Bluff Bull & Gelding Sale, Snaffle Bit Futurity, National Finals Rodeo.

Objective:

Develop and provide improved facilities, equipment and supplies.

Progress:

- With limited financial resources, we are focusing our efforts on maintaining what we currently have by repairing stalls, maintaining arenas, improving water drainage in dry-lots.
- Safety is an important factor in this department so the remaining resources have been to maintain horse health and preventative care, replace broken supplies, repair tractor grooming tool, and keep the arenas in the best, safest condition possible.
- With limited resources, we are focusing on maintenance and repair when we should be thinking about replacing some of these with new items.
- The remodeling of the "old Pack Station" to a rodeo module/ classroom/ office/ first aid station/ restroom is complete
- Purchased new videos, speakers, rodeo box pads through Lottery funds.
- Purchased water truck through Horse Boarding funds.
- Replaced sand in all arenas

Objective:

Plan to take active role in advising students to improve number of students who complete degrees and certificates and improve graduation rates.

Progress:

- The Agriculture Department highly encourages students enrolled in an Agriculture major to meet with Agriculture Department Advisor (Carlie McCarthy) or Faculty to develop Student Education Plan
- Continue to teach AG 270/271 Agriculture Education & Development to improve student success, assist in transferring to other institutions, and to track program SLOs
- Update Agriculture Department Student Handbook and Program Guide
- Meeting with current advisors to discuss the Ag and Equine Degrees

Objective:

Continue to develop the Agriculture Department that will be nationally recognized for its academic, vocational and athletic success.

Progress:

- We continue to develop and modify our Agriculture curriculum to improve our instructional outcomes.
- Track graduates who are transferring to other institutions to complete Bachelor degrees or entering the workforce as competent professionals.
- The rodeo team is ranked within the top 20 in the nation and will continue to train to maintain top levels of performance
- Continue to provide students with opportunities to work with top horse trainers by inviting top horse trainers to visit campus and by facilitating internship opportunities.
- Encourage students to network at large equine industry events such as the National Reined Cow Horse Association Snaffle Bit Futurity by arranging unique volunteer opportunities.
- Facilitate student internships

Objective:

Continue to encourage distinguished equine industry practitioners (horse trainers, industry leaders, guest speakers) to visit our campus and community and interact with our students.

Progress:

This objective depends on the funding available and schedules of intended guest speaker. We continue to invite local and national professionals to be guest speakers. Past year guests include Bryan Neubert, Nick Dowers, Matt Hayes, Mike Dean, Dr. Tanya Balaam, Pati Hughes, alumni horse trainers and judges.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Provide a safe/secure environment for students, staff, and livestock

Action Plan (include who is responsible):

- Install security cameras to discourage theft, reckless or delinquent student behavior around horses, video documentation of accidents during or outside of class (Nick Boyd)
- Install lights in hay barn to prevent injuries due to reduced visibility when climbing on stacks of hay (Nick Boyd)
- Install snow dams on Equine Studies building to prevent snow and ice from falling on students and horses and ice ridge from building up by tack rooms creating slippery and dangerous conditions (Nick Boyd)
- Address rodent problem to prevent spread of disease such as Hanta virus and destruction of FRC property (Nick Boyd)
- Develop “Biosecurity Plan” (construct new veterinary hospital/barn) to reduce incidence of disease in the resident and boarder horse populations by meeting with UC Davis disease specialist and animal industry professionals. (Anderson).
- Develop an online safety quiz for all students enrolled in Equine Studies courses to complete (Anderson).
- Met with Keenan advisor and carryout recommendations such as safety training for student employees, repairing leaky faucets, overrunning toilets, drop top bails from hay barn, re-evaluate and post Equine Facility rules and regulations (All Ag Staff, Nick Boyd).
- Address unsafe facility and practice concerns by continuing to meet with staff and student weekly with a standing agenda item for safety (Reid).

Objective:

Continue to develop curriculum and teaching methodologies to improve instructional outcomes.

Action Plan (include who is responsible):

- Stay up to date with new and changing technologies in the Agricultural field and relate these modifications in our course offerings (All Ag staff).
- Continue to track student learning objectives for individual students, courses, and the department (All Ag staff).
- Expand program offerings as reflected by desired industry and student outcomes based on Agriculture advisory meetings (All Ag staff).
- Curriculum Updates from the Chancellor’s Office are being addressed and applied to Agriculture Transfer and Equine Studies Degrees and Certificates (All Ag staff)

Objective:

Continue to encourage distinguished equine industry practitioners (horse trainers, industry leaders, guest speakers) to visit our campus and community and interact with our students.

Action Plan (include who is responsible):

This objective depends on the funding available and schedules of intended guest speaker. We continue to invite local and national professionals to be guest speakers. (All Ag staff)

Objective:

Develop and provide improved facilities, equipment and supplies

Action Plan (include who is responsible):

- Continue to plan and provide adequate facilities, equipment and supplies necessary for

effective operation (Russell Reid, Jesse Segura).

- Irrigate, control weeds, fertilize, reseed pastures (Russell Reid)
- Develop long term master plan and funding source to repair/replace existing buildings, arenas, stalls, replace as needed department vehicles, tractors, and trailers (Russell Reid and Nick Boyd).
- Provide a safe/secure environment for students, staff, and livestock by repairing arena sprinklers, keeping tractor and arena groomer operable, keep arena footing soft by adding sand, and improving winter drainage in horse pens (Nick Boyd)
- Manure composting and removal (Nick Boyd)

Objective:

Continue to develop the Agriculture Department that will be nationally recognized for its academic, vocational and athletic success.

Action Plan (include who is responsible):

- We continue to develop our Agriculture curriculum to improve our instructional outcomes. (All Ag Staff)
- Track graduates who are transferring to other institutions to complete Bachelor degrees or entering the workforce as competent professionals. (All Ag Staff)
- Attempting to make contact with the department's alumni for further information about what they are doing or did after graduation. (All Ag Staff)
- The rodeo team is ranked within the top 20 in the nation and will continue to train to maintain top levels of performance (Jesse Segura)
- Continue to provide students with opportunities to work with top horse trainers by inviting top horse trainers to visit campus and by facilitating internship opportunities (Ag staff).
- Encourage students to network at large equine industry events such as the National Reined Cow Horse Association Snaffle Bit Futurity by arranging unique volunteer opportunities (Ag staff).
- Facilitate student internships

Objective:

Encourage student involvement, success and retention.

Action Plan (include who is responsible):

- Encourage involvement in Equine Studies Horse Show Club, which promotes student success and retention by offering opportunities for students to develop program level student learning outcomes in a friendly, fun environment.
- Encourage students to apply for scholarships (such as Agriculture Department Osher Scholarship, American Quarter Horse Association Scholarships, etc) to facilitate student retention.
- Provide student employment opportunities on campus and within the local community.
- Construct student housing for Agriculture Department students specifically the student barn managers (Russell Reid, Nick Boyd).
- Develop 4 year degree program to enable students to continue to stay on campus

Objective:

Construct an equine veterinary hospital, which would include a stallion facility, covered foaling

stalls, pre- and post-natal observation pens, 24-hour monitoring video equipment, and quarantine area.

Action Plan (include who is responsible):

- Redesign original plan to now include separate stalls, breeding facility, overnight student accommodations, Equine Studies classroom (Russell Reid).
- Finalize design for construction plans for veterinary hospital (Russell Reid)
- Work with college facility committee and FRC Master Plan Architect to include into new Agriculture Master Facilities Plan (Russell Reid)
- Continue to fundraise and search for grants to start construction of facility (Ag staff)
- Provide appropriate new courses in equine reproduction utilizing this facility (Ag staff)
- Increase income opportunities from college breeding services. (Ag staff)
- New Veterinary Equipment (Russell Reid)

Objective:

Develop new Ag shop and relocate welding program. Include tractor hydraulics and repair, mechanized Ag courses, irrigation, solar, power and geothermal systems

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Develop Architect/ Engineer plans
- Secure funding (Russell Reid)

Objective:

Plan to take active role in advising students to improve number of students who complete degrees and certificates and improve graduation rates.

Action Plan (include who is responsible):

- Continue to improve student success, assist in transferring to other institutions, and to track program SLOs (Ag Staff)
- Clarify Curriculum and Advising issues with campus. Correct errors in Banner system (Ag Staff)
- Assist in the preparation of graduate degree audits (Ag staff)
- Continue to work closely with Agriculture Advisor (Ag staff).
- Develop transfer to 4 year college's process.

Objective:

Recruit students to Agriculture Department

Action Plan (include who is responsible):

- Update websites (Ag staff)
- Advertise in Agriculture related publications (Ag staff)
- Improve communication with potential students by creating a marketing plan through the use of new technologies and other resources (Ag staff)
- Update Agriculture Department brochures (Ag staff)
- Purchase marketing/recruiting paraphernalia such as banners, signs, show displays (Ag staff)
- Promote program during large horse related events such as the Snaffle Bit Futurity, Red

Bluff Bull and Gelding Sale, rodeo recruiting trips (Ag staff).

- Assist with planning of campus wide new student events such as “Fridays in the Fall”, “Day in the Mountains” (Ag staff)

Objective:

Evaluate the AG Department’s staffing needs, job classifications and management of program operations to ensure compliance with the college’s policy, procedure and union contracts with the intent of establishing fair and equitable compensation for actual duties performed.

Action Plan (include who is responsible):

- Continue to request for the position of full time Ag instructor via academic senate and office of instruction (Russell Reid).
- Request to hire an Ag facilities/ maintenance position or “Agriculture Operations Coordinator” (Russell Reid).
- Re-evaluate staff positions based on actual duties performed (Russell Reid)
- Request funding for these positions in budget (Russell Reid)
- “Desk audit” of Instructional Assistant position. Work with college staff on completion (Russell Reid)

Objective:

Construct new Equine Studies classroom

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Objective:

Construct student housing for Agriculture Department students specifically the student barn managers.

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Objective:

Cover arenas (EQS and Rodeo) with solar panels to provide energy for the campus and riders protection from the elements.

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Objective:

Secure additional funding for uncontrollable basic Agriculture operational needs that were denied from requested 13-14 budget process as projected in APRs

Action Plan (include who is responsible):

Continue to request funding through APR process to address deficit (Reid)

Additional Budget Needed:

\$51,100

Rational for Additional Budget:

Uncontrollable, inflationary increases in basic Ag operational expenses. These additional budget needs do not reflect an increase in purchases services or activity.
Underfunding directly affects student learning success and retention. Underfunding also decreases employee effectiveness. Increases work loads, leads to unsafe facilities and equipment for staff, students and livestock.
5050 \$15,000
4310 \$28,000
5101 \$2,000
5100 \$6,100

Link to College Plans:

- ☒ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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Link to College-wide SLOs:

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Describe how Objective Relates to the Results of a SLO Assessment:

After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes. These additional funds are necessary for the current fiscal year to ensure the health and safety of students, livestock, and staff. These are uncontrollable inflationary increases to the basic operating expenses.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Provide a safe/secure environment for students, staff, and livestock

Action Plan (include who is responsible):

- Install security cameras to discourage theft, reckless or delinquent student behavior around horses, video documentation of accidents during or outside of class (Nick Boyd)
- Install lights in hay barn to prevent injuries due to reduced visibility when climbing on stacks of hay

(Nick Boyd)

- Repair the gutters on the Equine Studies Building and install snow dams to prevent snow and ice from falling on students and horses and ice ridge from building up by tack rooms creating slippery and dangerous conditions (Nick Boyd)
- Replace faulty bucking chutes (Segura)
- Address rodent problem to prevent spread of disease such as Hanta virus and destruction of FRC property (Nick Boyd)
- Carry out “Biosecurity Plan” to reduce incidence of disease in the resident and boarder horse populations by following UC Davis disease specialist and animal industry professional’s recommendations. (Anderson).
- Continue to develop online safety quiz and training for all students enrolled in Equine Studies courses to complete (Anderson)
- Carryout recommendations from Insurance safety advisor such as repairing leaky faucets, overrunning toilets, drop top bails from hay barn, re-evaluate and post Equine Facility rules and regulations (All Ag Staff, Nick Boyd).

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Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to safety of students, staff, and livestock as stated in the mission statement. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-25100-6120-0...	\$8,300	Safety: security cameras, lights in hay barn, snow dam. Emplo...
1100-25510-6120-0...	\$4,300	Safety: security cameras and lighting. Employee support
1100-25100-4325-0...	\$747	Biosecurity: reduce fly population. Employee support

1100-25510-4325-0...	\$1,000	Biosecurity: reduce fly population. Employee support
1100-25510-6120-0...	\$30,000	Safety: replace bucking chutes. Student learning, support, suc...

Objective:

Continue to develop curriculum and teaching methodologies to improve instructional outcomes.

Action Plan (include who is responsible):

- Stay up to date with new and changing technologies in the Agricultural field and relate these modifications in our course offerings (All Ag staff).
- Continue to track student learning objectives for individual students, courses, and the department (All Ag staff).
- Expand program offerings as reflected by desired industry and student outcomes (All Ag staff).
- Curriculum Updates from the Chancellor's Office are being addressed and applied to Agriculture and Equine Studies Degrees and Certificates (All Ag Staff)

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to developing and improving teaching methodologies and improving instructional outcomes as stated in the mission statement, Department and Degree level SLO's. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes.

This objective also addresses the following Department student learning outcomes:

Upon degree completion, graduates of the Agriculture Department will acquire the following; Theoretical knowledge, practical experience and skills of modern procedures reflecting the technology and science based nature of agriculture and animal resource management, knowledge of concepts and theories for a balance between production and protection of soil, plant, and animal resources, demonstrate proficiency in practical application and skills for successful equine practices related to ranch skills, horse training skills, pack skills or rodeo skills, integrate practical applications and skills to develop the relationship between horses and humans in a learning and changing environment.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21200-5100-0...	\$1,300	Employee travel to events for professional development to b...
1100-25100-5020-0...	\$35	Membership in National Association of Equine Affiliated Acad...
1100-25100-5101-0...	\$870	Student travel to events to enhance student learning

Objective:

Continue to encourage distinguished equine industry practitioners (horse trainers, industry leaders, guest speakers) to visit our campus and community and interact with our students.

Action Plan (include who is responsible):

This objective depends on the funding available and schedules of intended guest speaker. We continue to invite local and national professionals to be guest speakers. (All Ag staff)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue to encourage distinguished equine industry practitioners to visit our campus and community because their interaction with students accomplishes the following student learning outcomes:

The student will be able to: demonstrate practical application and skills for successful equine practices related to ranch skills, horse training skills, pack skills or rodeo skills; establish an understanding of the Equine Industry and acquire knowledge in the vocabulary and related terminology; enter employment in a field that is agriculture related or transfer to a College of Agriculture at a four-year University; gain employment in a field that pertains to agriculture or equine science or transfer to a College of Agriculture at a four-year University.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
Foundation		

Objective:

Develop and provide improved facilities, equipment and supplies

Action Plan (include who is responsible):

- Continue to plan and provide adequate facilities, equipment and supplies necessary for effective operation (Russell Reid, Jesse Segura).
- Irrigate, control weeds, fertilize, reseed pastures (Russell Reid)
- Develop long term master plan and funding source to repair/replace existing buildings, arenas, stalls, replace as needed department vehicles, tractors, and trailers (Russell Reid and Nick Boyd).
- Provide a safe/secure environment for students, staff, and livestock by repairing arena sprinklers, keeping tractor and arena groomer operable, improve arena footing (indoor and outdoor), and improving winter drainage in horse pens (Nick Boyd)
- Hire Agriculture Operations Coordinator to ensure compliance and progress.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to providing and developing improved facilities, equipment, and supplies for students, staff, and livestock as stated in the mission statement. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM

Objective:

Continue to develop the Agriculture Department that will be nationally recognized for its academic, vocational and athletic success.

Action Plan (include who is responsible):

- We continue to develop our Agriculture curriculum to improve our instructional outcomes.

(All Ag Staff)

- Track graduates who are transferring to other institutions to complete Bachelor degrees or entering the workforce as competent professionals. (All Ag Staff)
- Attempting to make contact with the department's alumni for further information about what they are doing or did after graduation. (All Ag Staff)
- The rodeo team (men's and women's) will be ranked within the top 10 in the nation and will continue to train to maintain top levels of performance (Jesse Segura)
- Continue to provide students with opportunities to work with top horse trainers by inviting top horse trainers to visit campus and by facilitating internship opportunities (Ag staff).
- Encourage students to network at large equine industry events such as the National Reined Cow Horse Association Snaffle Bit Futurity by arranging unique volunteer opportunities (Ag staff).
- Facilitate student internships

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to developing programs that are nationally recognized for their academic, vocational and athletic success. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by ensuring students accomplish the following SLO's:

Upon degree completion, graduates of the Agriculture Department will acquire the following; theoretical knowledge, practical experience and skills of modern procedures reflecting the technology and science based nature of agriculture and animal resource management; knowledge of concepts and theories for a balance between production and protection of soil, plant, and animal resources; an ability to analyze data and solve problems related to the agricultural field; a proficiency in critical reading, writing, and oral language skills in the agriculture occupational context; an ability to enter employment in a field that is agriculture related or transfer to a College of Agriculture at a four-year University.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
<input type="text"/>	<input type="text"/>	<input type="text"/>

Objective:

Encourage student involvement, success and retention.

Action Plan (include who is responsible):

- Encourage involvement in Equine Studies Horse Show Club, which promotes student success and retention by offering opportunities for students to develop program level student learning outcomes in a friendly, fun environment.
- Encourage students to apply for scholarships (such as Agriculture Department Osher Scholarship, American Quarter Horse Association Scholarships, etc) to facilitate student retention.
- Provide student employment opportunities on campus and within the local community.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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- ☒ Student Services Plan

Link to College-wide SLOs:

- ☒ Students will communicate effectively
- ☒ Students will demonstrate critical thinking skills
- ☒ Students will locate, evaluate, and apply information
- ☒ Students will demonstrate a sense of personal and professional e
- ☒ Students will develop a clear sense of self, purpose, and ability to
- ☒ Students will demonstrate skills in relationships through interper
- ☒ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to encouraging student involvement, success, and retention. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by ensuring students accomplish the following SLO's:

The student will be able to: demonstrate practical application and skills for successful equine practices related to ranch skills, horse training skills, pack skills or rodeo skills; establish an understanding of the Equine Industry and acquire knowledge in the vocabulary and related terminology.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
Foundation		Student success, attraction, and retention
Student employmen...	2,500 hours	Student success, attraction, and retention. Employee support

Objective:

Construct a new equine veterinary hospital, which would include a stallion facility, covered foaling stalls, pre- and post-natal observation pens, and 24-hour monitoring video equipment.

Action Plan (include who is responsible):

- Develop and design construction plans for breeding facility (Russell Reid)
- Work with college facility committee and FRC Master Plan Architect to include new Agriculture facilities (Russell Reid)
- Continue to fundraise and search for grants to start construction of facility (Ag staff)
- Provide appropriate new courses in equine reproduction utilizing this facility (Ag staff)

- Increase income opportunities from college breeding services. (Ag staff)
- Construct student housing for Agriculture Department students specifically the student barn managers (Russell Reid, Nick Boyd).
- Purchase new Veterinary Equipment (Russell Reid)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☒ Facilities Plan
- ☐ IT Plan
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Describe how objective relates to results from SLO Assessments:

After SLO assessment it was determined that the Agriculture Department has a need to expand on student interest in Veterinary Medicine and horse breeding, improve the current facilities and improve biosecurity of facility. It is the commitment of the Feather River College Agriculture Department to carry out the mission statement and department outcomes by: providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures; providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications. Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-25100-6120-0...	\$14,707	Student learning, success, retention, attraction. Safety/risk. S...
Foundation	\$125,000	Student learning, success, retention, attraction. Safety/risk. S...

Objective:

Develop new Ag shop and relocate welding program. Include tractor hydraulics and repair, mechanized Ag courses, irrigation, solar, power and geothermal systems

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment it was determined that the Agriculture Department has a need to expand on student interest in Agriculture by building an Ag Welding shop. It is the commitment of the Feather River College Agriculture Department to carry out the mission statement and department outcomes by: providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures; providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21200-6120-0...	\$25,720	Remodel and move Ag Shop. Student learning, success, reten...
1100-21200-6410-0...	\$9,400	Remodel and move Ag shop. Student learning, success, reten...

Objective:

Develop new or remodel long-term livestock holding pens, anticipating changes in animal welfare, water quality, and various other environmental issues (laws, policies, standards).

Action Plan (include who is responsible):

- Construct new holding pens for livestock, and/or repair, maintain, remodel livestock facilities (Russell Reid, Jesse Segura)
- Ongoing pasture management (Russell Reid)
- Ongoing manure management/ compost (Russell Reid, Jesse Segura, Nick Boyd)
- Control “run-off” in Spanish Creek from holding pens (Jesse Segura, Nick Boyd)
- Hire new Agriculture Operations Coordinator to ensure compliance and progress (Reid).
- Purchase new rodeo tractor (Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment it was determined that the Agriculture Department has a need to improve animal facilities to improve management practices. It is the commitment of the Feather River College Agriculture Department to carry out the mission statement and department outcomes by: providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures; providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-25510-6140-0...	\$28,800	Tractor: Safety. Student attraction, success, retention, learnin...

Objective:

Plan to take active role in advising students to improve number of students who complete degrees and certificates and improve graduation rates.

Action Plan (include who is responsible):

- Schedule appointments with students to advise on classes to enroll in (Russell Reid & Jesse Segura)
- Work with Student Services to receive “advisor” Banner training (Ag Staff)
- Continue to improve student success, assist in transferring to other institutions, and to track program SLOs (Ag Staff)
- Clarify Curriculum and Advising issues with campus. Correct errors in Banner system (Ag Staff)
- Assist in preparing graduate degree audits (Ag staff)
- Continue to work closely with Agriculture Advisor (Ag staff).
- Continue to develop four year degree agreement with Colorado State University (Segura, Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☒ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment it was determined that the Agriculture Department has a need to improve and expand on this objective that pertains directly to the following SLO's: upon degree completion, graduates of the Agriculture Department will acquire the following; an ability to enter employment in a field that is agriculture related or transfer to a College of Agriculture at a four-year University; gain employment in a field that pertains to agriculture or equine science or transfer to a College of Agriculture at a four-year University.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Objective:

Recruit students to Agriculture Department

Action Plan (include who is responsible):

- Update websites (Ag staff)
- Advertise in Agriculture related publications (Ag staff)
- Improve communication with potential students by creating a marketing plan through the use of new technologies and other resources (Ag staff)
- Update Agriculture Department brochures (Ag staff)
- Purchase marketing/recruiting paraphernalia such as banners, signs, displays (Ag staff)
- Promote program during large horse related events such as the Snaffle Bit Futurity, Red Bluff Bull and Gelding Sale, rodeo recruiting trips (Ag staff).
- Assist with planning of campus wide new student events such as “Fridays in the Fall”, “Day in the Mountains” (Ag staff)
- Continue to develop four year degree agreement with Colorado State University (Segura, Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

The Agriculture Department's mission statement, Department, and Program level SLO's all pertain to the attraction of students as well as the retention and success of our current students. It is hard to attract new students when the current students are not pleased with the current staff, facilities, and equipment. Therefore during SLO assessment, it is the commitment of the Feather River College Agriculture Department to carry out the mission statement and department outcomes by: providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures; providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications; maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-25100-5940-0...	\$3,700	Student attraction. Employee support
1100-25510-5905-0...	\$3,215	Rodeo production. Student attraction, learning, retention.

Objective:

Evaluate the AG Department's staffing needs, job classifications and management of program operations to ensure compliance with the college's policy, procedure and union contracts with the intent of establishing fair and equitable compensation for actual duties performed.

Action Plan (include who is responsible):

- Continue to request for the position of full time Ag instructor via academic senate and office of instruction (Russell Reid).
- Request to hire an Ag facilities/ maintenance position "Agriculture Operations Coordinator" (Russell Reid).
- Re-evaluate staff positions based on actual duties performed (Russell Reid)
- Request funding for these positions in budget (Russell Reid)
- Work with college staff on completion (Russell Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☒ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

The Agriculture Department has a commitment to safety of students, staff, and livestock as stated in the mission statement. After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes. To provide our students with an excellent academic experience at a state of the art facility where students prepare for diverse occupational opportunities in the field of Agriculture. Please see attached employee requisition forms

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
Ag Operations Coord...	HR	Support for employees to be effective, safety/risk
AG Instructor	HR	Support for employees to be effective, safety/risk

Objective:

Construct new Equine Studies classroom

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes. To provide our students with an excellent academic experience at a state of the art facility where students prepare for diverse occupational opportunities in the field of Agriculture.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-25100-6120-0...	\$3,040	Classroom power/HVAC support to be effective, student lear...
1100-25100-6410-0...	\$6,320	AV system, DVD, podium, flat screen. Student learning, succe...

Objective:

Construct student housing for Agriculture Department students specifically the student barn managers

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes. To provide our students with an excellent academic experience at a state of the art facility where students prepare for diverse occupational opportunities in the field of Agriculture.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Objective:

Cover arenas (EQS and Rodeo) with solar panels to provide energy for the campus and riders protection from the elements.

Action Plan (include who is responsible):

- Incorporate into Master Facility Plan (Russell Reid)
- Secure funding, develop plans, and start construction (Russell Reid)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

After SLO assessment during comprehensive program review, it was determined that the Ag Department needs to continue on carrying out the mission statement by providing staff, facilities, and equipment to enable students to acquire practical experiences and skill of modern agricultural procedures, providing staff, facilities, and equipment that will facilitate the student to integrate the applications of skills and demonstrate their proficiency in practical applications, maintaining and upgrading the facilities and equipment to provide a safe environment to enhance student learning outcomes. To provide our students with an excellent academic experience at a state of the art facility where students prepare for diverse occupational opportunities in the field of Agriculture.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Objective:

Secure additional funding for uncontrollable basic Agriculture operational needs as projected in 14-15 APRs

Action Plan (include who is responsible):

Continue to request funding through APR process to address deficit (Reid)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Uncontrollable, inflationary increases in basic Ag operational expenses. These additional budget needs do not reflect an increase in purchases services or activity.

Underfunding directly affects student learning success and retention. Underfunding also decreases employee effectiveness. Increases work leads, enhances unsafe facilities and equipment for staff, students and livestock.

Please see attached budget justification and break down.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100-21200-4310-0...	\$1,240	Uncontrollable augmentation Ag instructional supplies. Stude...
1100-21200-5999-0...	\$1,081	Uncontrollable augmentation Ag operating expenses (fuel). S...
1100-25100-4310-0...	\$20,539	Uncontrollable augmentation Equine supplies (hay, vet suppli...
1100-25100-5050-0...	\$16,893	Uncontrollable augmentation farrier and veterinary expenses...
1100-25510-4310-0...	\$7,610	Uncontrollable augmentation Rodeo supplies (hay). Student l...

1100-25510-5050-0...	\$4,150	Uncontrollable augmentation farrier and veterinary expenses...
1100-25510-5073-0...	\$7,800	Uncontrollable augmentation rodeo leases. Student learning, ...
1100-25510-5999-0...	\$1,380	Uncontrollable augmentation Rodeo operating expenses (fue...
1100-25100-5999-0...	\$671	Uncontrollable augmentation Equine operating expenses (fue...
1100-25510-5100-0...	\$4,953	Uncontrollable augmentation Rodeo employee travel. Studen...
1100-25510-5101-0...	\$1,211	Uncontrollable augmentation Rodeo student travel. Student l...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

There is a continued need for employees in the Agriculture Industry. According to the Center of Excellence's Economic Impact of the California Agriculture Industry (2011), the California Agriculture industry employs 2.5 million individuals and has an economic impact of over \$300 billion annually with over 180,000 new employment opportunities projected over the next five years. In this report, the Economic and Workforce Development Program (EWD), encourages California Community Colleges to advance their Agriculture programs to address unmet occupational employee development needs.

The Feather River College Agriculture Department's main objective is to educate students and produce successful Agriculture industry professionals. The Agriculture Department diligently has been managing the limited financial resources. With the increase in funding from the Chancellor's Office, we have an opportunity to address the budget reductions of the last six years. A substantial increase in the cost of instructional supplies and services has proven to be a major concern for FRC to continue offering a quality agricultural education to its students.

With the projected increase in student enrollment fees and end of the Good Neighbor Policy with Nevada, Feather River College is going to face severe challenges recruiting qualified, talented "in state" students. In the past, the Agriculture Department has always worked diligently to recruit students to its programs; however, in the face of these challenges, it is going to be difficult to maintain the current FTE without developing a new comprehensive education plan, campus-wide marketing and recruiting plan.

The Agriculture Department will continue to play a vital role in achieving the College's Mission with a unique, student centered, effective learning environment and participate in the success of Feather River College and the local Quincy community. We will continue to draw

students locally, nationally, and internationally while preparing students for a successful career in Agriculture. We will again focus our efforts on providing a quality education to our Agriculture students while attempting to remain fiscally responsible to the rest of the college's other operations for the overall success of Feather River College and our students.

Explain significant issues and/or changes that have occurred since the last CPR.

Since the previous CPR, the Agriculture Department has been working towards completion of several objectives within the "Program and Services" area and "Facilities, Equipment, and Supplies" such as updating curriculum, completing the Rodeo classroom, creatively managing funds to best care for livestock, all while continuing to provide a quality education to the Agriculture Department students.

- **Programs and Services:** We continue to develop our Agriculture curriculum to improve our instructional outcomes. We are updating the A.S. degree in Agriculture, Equine Studies and the certificates to address the Chancellor's office's request to remove the repetition of courses.

We have been able to concentrate on transferring our students into four-year colleges, utilizing these institutions' academic models, thus making it easier for students to transfer. This planning attracts students who may not have previously considered attending FRC for their general education requirements. The Colorado State University four year agreement with Feather River College currently has 5 students enrolled who will reside on the Feather River College campus for their remaining college career.

Our Rodeo Program continues to be one of the top programs in the nation. The men's team has been ranked as high as 2nd in the nation and has won the West Coast Region seven times in a row. The Women's Rodeo Program has been ranked as high as fourth in the nation. For the past eight years the Rodeo Program has shared the Equine Studies classroom, computer lab, and offices. This year, the Rodeo Program along with the Maintenance Department finished renovating the old "Pack Station" into a Rodeo classroom, offices, first aid station, and computer lab. The Rodeo Program has incorporated new technology (video cameras, big screen television) into the classroom to greatly improve the value of the student's education and rodeo performance.

Our Equine Studies Program continues to be one of the finest horse programs in the nation. The annual horse sale continues to be a major event for our students and community. The proceeds of the sale have enabled our students to earn \$8,500 in commission on the sale of the horses, to pay for outside clinicians to visit, to purchase cattle that are utilized in classes and to help reduce overall Agriculture Department expenses. Current students are developing a horse show team/ club. To date a small number of students have assisted with local community horse shows, volunteered at a large venue horse show and sale (2013 Snaffle Bit Futurity), and are planning a series of student organized schooling events.

- **Facilities, Equipment and Supplies:** The accomplishments that we have completed in this area have been satisfactory.
- Remodeling of the "Pack Station" into a Rodeo classroom; this includes student bathrooms, first-aid center, audio-visual instructional equipment, and faculty office space.


- A plan is being developed to construct a new Equine Veterinary Hospital, which will assist us in our animal science and horse reproductive classes, produce income for the Foundation, improve healthcare of the broodmares and foals, and to allow students and staff to care for horses 24 hours a day indoors instead of outside in inclement winter weather.
- A second classroom to accommodate concurrent Equine Studies classes
- We are in the beginning stages of providing a covered rodeo arena with solar panels to provide electricity for the college and year round use of the arena.
- We are planning to relocate the Ag welding shop from the Vocational Technology Building to the storage/warehouse next to the Ag classroom
- Progress has been made towards our goal for watershed water quality. Livestock holding pens have been reshaped for improved drainage. Plans are in the works to cover and provide settling ponds for the rodeo livestock manure to then be hauled away and utilized as topsoil.

We are continually challenged in providing sufficient funding for our operational expenses related to the academic program. A looming issue is a master facility plan that will address replacement of some of our existing facilities and equipment. Currently, under the budgeting process we have not been able to set aside sufficient resources to repair and replace our facilities and equipment.

Briefly explain significant changes expected during the upcoming year.

The Agriculture Department is optimistic that we have begun a “budget rebuilding era.” However our budget request increases since the past 2010-11 “same as last year” budgets have not been funded again for the current year (13-14). The Ag Dept. has projected that we will not have adequate funding for 2013-14. We are unsure of our requests status for 2013-14 let alone 14-15. We are very aware of our dependence on sufficient basic “inflationary” operational funding for livestock maintenance, operational expenses and the expenses required for Intercollegiate Rodeo that are essential for us to complete our programs (Degrees & Cert.) SLO’s. We believe our AG 2014-15 budget requests for additional resources are reasonable and sensible. The significant changes to the Ag department would be dismal if we cannot convince the College community that we cannot continue to offer the quality education to our students without additional basic Ag operational expenses. This major challenge puts in jeopardy the several new AG facility projects (EQS/AG classroom, Vet hospital, Welding shop) in the works that could be funded through Agriculture Foundation Funds. We are also requesting new Ag staffing (Agriculture Operations Coordinator, Ag Instructor) that are critical to our producing a safe and effective Ag educational program. If the College desires to continue to depend on the Ag departments significant contributions to attracting on-campus students (FTE) then significant educational planning and commitment to the program (addressing issues in the 2011 AG Comprehensive Program Review and previous Annual Program Reviews) should be seriously addressed in the 2014-15 Annual Program Review and budget process.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
 <p>Ag Dept Statistics 13.docx Microsoft Word Document 821 KB</p>	<p>Statistics as compiles from Institutional Researcher</p>



Agriculture APR Budget 2014-2015.xlsx
Microsoft Excel Worksheet
42.5 KB

Agriculture Budget Breakdown and Summary



Animal Science APR Budget 2014-2015.xlsx
Microsoft Excel Worksheet
46.2 KB

Animal Science Budget Breakdown and Summary



Copy of Rodeo APR Budget 2014-2015.xlsx
Microsoft Excel Worksheet
47.3 KB

Rodeo Budget Breakdown and Summary



14-15 Horse Boarding.xlsx
Microsoft Excel Worksheet
80.6 KB

Horse Boarding Budget Breakdown and Summary



14-15 Rodeo Boarding.xlsx
Microsoft Excel Worksheet
80.0 KB

Rodeo Boarding Budget Breakdown and Summary



Current Agriculture Department, Degree, Certificate SLOs.doc
Microsoft Word 97 - 2003 Document
37.5 KB

Current Agriculture Department Student Learning Outcomes



Safety Quiz.pdf
Adobe Acrobat Document
45.8 KB

Results of safety quiz administered to Equine Studies Students Fall 2013



RequisitionDocument Ag Operations Coordinator.doc
Microsoft Word 97 - 2003 Document
39.0 KB

Ag Operations Coordinator Requisition

Agriculture Instructor Requisition



RequisitionDocument Ag
Instructor.doc
Microsoft Word 97 - 2003
Document
39.0 KB

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/31/2013

Management Area:

Instruction

Program:

Allied Health

Sub-Program:

First Name:

Judy

Last Name:

Mahan

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

I have added an enlarged cohort of students from 20 to 30 for the class 2-13-2015.
I hope to have the Advanced Emergency Medical Technician class starting in the Spring, 2014

Progress:

The new cohort started in August 2013.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Increase training materials available for the LVN and CNA students and AEMT students.

Action Plan (include who is responsible):

Judy Mahan

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Increase supplies and many in the nursing program, such as gloves are disposable and other items become outdated as new technology occurs.

Action Plan (include who is responsible):

Judy Mahan

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☐ Education Master Plan
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- ☐ Student Services Plan

Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

Increase use of current technologies.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Objective:

I have no request for budget augmentations for the next year. I am satisfied with the changes within my budget that I completed last year.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

I completed the comprehensive program review in 2013 and have not had any additional changes since.

Explain significant issues and/or changes that have occurred since the last CPR.

Briefly explain significant changes expected during the upcoming year.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/16/2013

Management Area:

Instruction

Program:

Art and Humanities

Sub-Program:

First Name:

Dianne

Last Name:

Lipscomb

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Objective 4: Limited Studio Space

The art studio space remains one room in VOC TECH plus the Photo Lab. The move to the vacated Learning Center was put on hold, as it does not afford the space needed to expand the program, especially for three-dimensional classes. Currently the VOC TECH building is being evaluated by Dr. Trutna since several programs want it: Art/Performing Arts, Outdoor Rec, Ag, and Athletics. No other program is hampered in completing its degree offerings without that space, other than Art.

Objective 5: Expanding Art Offerings

The Chancellor's approved AA in Art at FRC includes ceramics and sculpture, which require proper 3D studio space. The lack of space limits the program's ability to grow and to serve the community and students coming here for an education.

Progress:

Art 128 Printmaking, part of the Transfer Model Curriculum, will be offered SP2014 and will include non-toxic etching and silk-screen printing, but more space is needed, so that the sculpture/3D classes do not produce soapstone dust, wood dust, etc., that will degrade the printing press since it is in the only studio space the department has.

Art 140 Sculpture in F2013 is taught as three independent studies and the students do use the woodshop facility for their projects. A full class, as scheduled for SP2014, requires continued use of the woodshop space.

Art 150 Beginning Photography (2 units) becomes Art 150 Introduction to Photography in SP2014 and will be part of the Transfer Model Curriculum, a 3 unit course that will include black and white film plus digital photography. The Art Department has ordered a MacPro computer and a color printer to enhance the course, in keeping with the TMC.

Objective 1: The Art Department continues to offer quality instruction and to expand its course topics in sculpture, photography and in printmaking. It continues to provide display opportunities to students, both in campus venues and in town. The approval of lottery funds has made it possible to purchase some tools needed for the sculpture class.

The art department was given the budget for models making it possible to offer Art 132 Life Drawing I, a course drawing the human form. This course is popular with the artists in the community as well as student artists.

In conjunction with the art department, the Art Club takes students on gallery & museum field trips.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Continuing the 9 year appeal for adequate space to implement the AA Degree offerings, as stated in the Chancellor's approved degree, as mentioned above. I await the opportunity to expand into the VOC TECH building and offer a full sculpture class and ceramics, with more studio space for drawing, painting and printmaking since equipment can be removed from the one studio room and put elsewhere.

To fully implement the expanded studio facility will require minor remodeling of the space but a clean-up and organization of tools, etc. To fully procure tools needed for sculpture will require more resources in addition to the tools purchased with lottery funds (10/2013).

To create the ceramics studio will require purchasing a kiln, several kick wheels, pug mill, slab roller, and work tables, and to "find" the ones the college is said to have in storage.

Action Plan (include who is responsible):

Dianne Lipscomb is responsible for the art department. Associate Faculty J. Damron is a strong asset in envisioning the future of the program in terms of contemporary student interest and needs and brings innovative instruction in sculpture and photography.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

1. Expand the Art 150/151 Beginning and Intermediate Photography to include greater digital image opportunities and purchase two digital cameras for the students' use.
2. Set up a ceramics studio and procure the necessary equipment and tools for it.
3. Enhance the equipment needed for sculpture classes.
4. Create digital art classes.
5. Insure appropriate space and equipment for implementation of full AA Degree coursework, including the ceramics studio and equipment.

Action Plan (include who is responsible):

Dianne Lipscomb and J. Damron.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Student Learning Outcomes, in all the studio art courses, as evidenced by SLOAC assessment, provide a variety of skill-based learning, self-discovery, critical thinking, creative and conceptual high-level problem solving and empowerment of the individual. The lecture classes lead to critical thinking, understanding of world cultures, and practical skills in communication, oral and written, and research skills using current technology.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

To date, the same hindrance exists that has stunted the delivery of the full AA Degree in Art: the lack of appropriate space and equipment, a 9 year battle. As time has passed and technology has become increasingly important in the visual arts, the need for appropriate space and equipment for digital arts is also added to the previous need for space and equipment for the 3D arts and a more progressive photography course including digital.

Explain significant issues and/or changes that have occurred since the last CPR.

The ratio of full to part-time faculty has decreased. There are only two associate faculty and one full-time. The negative economic trend in recent years made the hiring of associate faculty less, which means a lack in variety of classes offered by only one full time faculty, but photography has continued to be offered. The TMC requires Art History 174 as a required core class, which means it has to be offered more often than every other spring, which will further impact the FT load and make it necessary for AF to teach more regularly.

Some progress is being made by purchasing a MacPro computer and Epson printer for the digital component of the photography class to fulfill the Transfer Model Curriculum three unit Introduction to Photography class. This success should be built upon to offer Digital Art classes in conjunction with the Digital Technology department.

Briefly explain significant changes expected during the upcoming year.

I expect to have adequate space and equipment to move forward with the goals of the AA Degree in Art. I expect to expand the art course offerings in sculpture and ceramics and to increase the digital component of photography and segue into Digital Art courses.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/21/2013

Management Area:

Instruction

Program:

Business

Sub-Program:

First Name:

Michael

Last Name:

Welser

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Consider short Power Point presentations for both Financial Accounting and Managerial Accounting.
Connection to results from assessment of student learning and/or other plans.

Progress:

Power Points presentations completed.

Objective:

Review Textbooks for better student prices and for comprehensive materials.
Connection to results from assessment of student learning and/or other plans

Progress:

Textbooks are reviewed throughout the year. Paperback editions are ordered where-ever possible to minimize student costs.

Objective:

Compliance with SB1440 and SB70 articulation with local High Schools. Have an articulation day for personal finance.

Progress:

Articulation with local High Schools on personal finance was completed 2 years in a row and then the local High Schools decided to terminate the program.

Objective:

Update all course outlines of record.

Progress:

CORs were not updated due to the transfer model curriculum which was to be introduced by the CCCC. This was postponed to the following year in order to have the CORs comply with the adopted TMC

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Update Power Point Presentations for all classes. Complete Pre- and Post-tests for SLOAC. Continue to have completers and leavers as well as historical graduates fill out SLOAC questionnaire. No budget required.

Action Plan (include who is responsible):

Michael Welser, complete the above objectives.

Objective:

Complete and monitor Business TMC. Update all CORs to match TMC CIDs as well as updating all other CORs, no budget required.

Action Plan (include who is responsible):

Michael Welser, complete the above objectives.

Objective:

Complete and/or update all other CORs in the Business Program. No budget required.

Action Plan (include who is responsible):

Amy Schulz, Don Williams.

Objective:

Revise Certificates for the Business Program. No budget required.

Action Plan (include who is responsible):

Michael Welser, completed October 2013 for new catalog.

Objective:

Meet with advisory committee to get their input on TMC, Business Program Certificates. No budget required.

Action Plan (include who is responsible):

Michael Welser, set meeting date.

Objective:

Constantly monitor classroom size to maximize enrollments. Maintain rigor in every business class offered. Review textbooks on a regular basis. No budget required.

Action Plan (include who is responsible):

Michael Welser, ongoing process.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue Power Point updates for all classes. Continue to monitor pre- and post-tests for SLOAC. Continue to have leavers, completers, and graduating students fill out SLOAC questionnaire. No budget required.

Action Plan (include who is responsible):

Michael Welser, ongoing process.

Link to College Plans:

- ☒ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

SLOAC assessments show that students take better notes with Power Point Presentations. SLOAC pre- and post-tests show that students improve their SLOs.

Objective:

Monitor TMC and Business AA graduation rates. Continue to monitor enrollment numbers and to have appropriate classrooms available for each business class so maximum numbers may increase. No budget required.

Action Plan (include who is responsible):

Michael Welser, ongoing process.

Link to College Plans:

Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

SLOAC assessments show that students are able to use the knowledge they have learned in FRCs Business Program to get employment, keep employment, and to advance in their careers.

Objective:

Monitor the physical space for classrooms in the Business Program. Monitor the technology available for the Business Program. Monitor the library holdings in both hard copy and digital copy for the Business Program. Monitor classroom equipment for the Business Program.

Action Plan (include who is responsible):

The monitoring of these areas is an on-going process and if any deficiencies arise they must be dealt with in a timely fashion.

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Describe how objective relates to results from SLO Assessments:

Students will see that adequate classroom space, current technology, current equipment, and access to information, both digital and written is important to their communication of ideas, their demonstration of concepts, their development of growth in the business field, and their development of business skills.

Objective:

Continue to monitor enrollment in the Business Program. Enrollments have been steady for the program as a whole, however some enrollments are up and some are down. The installation of the TMC may make the TMC classes more popular and may draw students away from the other business electives for the AA Degree. Intro to Business has dropped, but it is a TMC class. Financial Accounting is up and it is also a TMC class. Managerial Accounting is up and down; it is also a TMC class but is the second in the sequence of accounting classes. Both Micro- and Macro-economics are up; they are both TMC classes and also double as the only general education classes in the program; they are both social science classes. Human Relations in Business, Small Business Management, and Marketing are all down in enrollment. Marketing and Human Relations in Business are both required courses for the degree, Small Business Management is an elective. Usually when classes are under subscribed for a period they go up in enrollment in subsequent years.

Action Plan (include who is responsible):

Monitor the data available in SharePoint. Michael Welser.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

This does not directly relate to SLO assessments.mwelser

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The Business Program has been a regular program at Feather River College since its founding in the late 1960s. Enrollments have been steady in recent years and the objectives remain largely the same. All of the core courses and enough electives are taught in a two-year cycle in order to allow a student to graduate within that period if he or she takes a full load.

Required courses must be taught once a year to ensure that students can graduate in a timely manner. No additional staffing is required, or should be required as long as there is enough classroom space for current and increased enrollments. Enrollment numbers have increased or stayed the same over the years.

Certificate programs have been popular with students and most students receive at least one certificate and most graduating students receive several certificates in addition to the AA degree. Certificates are to be awarded upon graduation or when a student requests. Students receiving financial aid will be informed that the awarding of certificates before graduation may affect their financial aid status.

All of the business courses are above the basic skill level. Only one set of courses, Microeconomics and Macroeconomics are in the General Education rubric and they satisfy the need for a social science. Several certificates are in place. Business Certificates of Completion are between 6 and 8 units and they comprise the following certificates: Accounting, Small Business, Marketing, Management, Finance, and Economics. In addition larger 12.5 to 17.5 unit Certificates of Achievement are available in: Accounting Management, Small Business Management, Business Management, and General Business.

An Associate of Arts degree in Business is our basic degree and requires a completion of 30.5 units in business core and elective courses. The balance of the degree consists of 24 units of General Education requirements and selected electives to equal 60.5 to 61.5 units. The degree is currently transferrable to all UC and CSU campuses as well as to our nearest out-of-state university, University of Nevada.

If students graduate with an AA in Business and choose to truncate their education at that point, they will non-the-less have a complete and comprehensive business education valuable to them and to any employer. they will have

exposure to accounting, economics, business law, human relations, management, marketing, and technical (computer) skills, all valuable in the business world.

The business courses are offered on a one-year or a two-year rotation. They are also offered so that a student may have courses back-to-back, blocked together, and therefore have a minimum number of hours on campus. there are morning, afternoon, and evening classes in the class schedule.

The Business Department has developed SLOs at all level of the curriculum: class level, certificate level, and degree level and these SLOs align with the institutional SLOs. The SLOAC student questionnaire has shown that students value and have been able to use the knowledge they gained in the FRC Business AA Degree.

We have added a group of entrepreneurial short courses to allow students to register in a condensed program which meets the needs of many students. Students may also be recruited from this program into the regular business program. In addition ENACTUS (formerly SIFE) is a program in which students may participate for simulated business and entrepreneurial experiences.

The programs strength is that is fully transferrable to all CSU and UCs as well as to UNR. This is accomplished by having courses in all the main subject areas within the business curriculum: accounting, management, marketing, economics, business law, and computer applications. It was relatively easy to align the already offered courses with the newly designed TMC. This allows students to transfer seamlessly to senior institutions. In addition those students receiving an AA in Business have all of the skills mentioned above to offer to employers. Likewise certificates are offered in major areas of study, both large and small unit certificates. In that way a student will have proof of his or her success in a documented fashion. The lead professor, Michael Welser, has 50 years of various business experience on which he can draw in order to give the students real business world examples.

Explain significant issues and/or changes that have occurred since the last CPR.

FRC is in the process of getting approval for our Business Administration Transfer Model Curriculum (TMC). In order to create this program all of the core courses were patterned off the courses detailed in the C-ID designation. This took a minimum of effort because the courses already contained all of the elements of the C-ID courses including recommended texts, and topics of coverage. In addition all of the courses were already part of our FRC AA Degree in Business.

Briefly explain significant changes expected during the upcoming year.

The monitoring of the TMC in Business will be one of the main tasks of the Business Department in the future. No other significant changes are expected.

Attach Supporting Documents as Appropriate

Attachment		Attachment Description	
 File Attachment			

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/22/2013

Management Area:

Instruction

Program:

Physical Science

Sub-Program:

Chemistry

First Name:

Jeanette

Last Name:

Kokosinski

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Objective 1:

Provided quality instruction in the discipline of chemistry.

Progress:

Summary of Progress:

To maintain quality education in chemistry, it is important to have resources available to purchase instructional supplies and equipment.

Objective:

Objective 2:

Through Lottery funds, purchased new chemistry laboratory experiments and made significant modifications to the existing general chemistry laboratory curriculum to enhance the students' experiential learning process.

Progress:

Summary of Progress:

Dr. Kokosinski updated the laboratory curriculum to increase the students' cognitive processes in understanding chemistry through the use of concrete and active experiences in the laboratory environment.

Objective:

Objective 3:

Updated the general chemistry course outlines of record to align with the recommendations cited in the Transfer Model Curriculum.

Progress:

Summary of Progress:

Dr. Kokosinski updated and submitted the outlines to the Curriculum Committee.

Objective:

Objective 4:

Continued to utilize the SLOAC classroom and laboratory assessments to make improvements in instruction and in

the chemistry curriculum.

Progress:

Summary of Progress:

Dr. Kokosinski re-evaluated the general chemistry lectures and laboratory experiments using student learning outcomes.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Objective 1:

Continue to offer quality education/instruction in chemistry.

Action Plan (include who is responsible):

Dr. Kokosinski continues to teach the General Chemistry I and II courses.
(Kokosinski)

Objective:

Objective 2:

Continue to provide experiential learning opportunities for students in the general chemistry laboratory sections.

Action Plan (include who is responsible):

Dr. Kokosinski continues to implement new or redesigned chemistry experiments to develop the students' critical thinking, analytical, and kinesthetic skills. (Kokosinski)

Objective:

Objective 3:

The general chemistry courses were scheduled and offered in the 2013-2014 academic year. In the fall of 2013, the enrollment in the general chemistry I, CHEM 102, course increased by thirty percent. Consequently, there has been some discussion to offer another general chemistry I course in the spring semester.

Action Plan (include who is responsible):

The addition of general chemistry I, CHEM 102 is still under consideration.
(Kokosinski)

Objective:

Objective 4:

Collaborate with Mr. Hoover to develop the general chemistry I course content towards the applicability of a Crime Scene Investigation certificate.

Action Plan (include who is responsible):

Dr. Kokosinski will examine and tweak, if necessary, the general chemistry I, CHEM 102, course content to link it to the Crime Scene Investigation certificate. (Kokosinski/Hoover)

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Objective 1:

Improve laboratory instruction by purchasing instructional supplies.

Action Plan (include who is responsible):

Dr. Kokosinski will purchase appropriate instructional supplies. (Kokosinski)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

The purchasing of instructional supplies are an essential for conducting laboratory experiments, which helps solidify the students' knowledge and understanding of the principles and theories of chemistry through the application of laboratory exercises and activities.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-22050-4310	\$350	Student Learning Outcomes: to develop critical thinking skills,...
Chemicals, buret tip...		

Objective:

Improve laboratory instruction by purchasing new spectrophotometers.

Action Plan (include who is responsible):

Dr. Kokosinski will request funding to purchase three new spectrophotometers to increase the number of existing spectrometers or replace damaged ones. Currently, there are only two operable spectrophotometers. With twenty-six students, this number of machines is insufficient for conducting spectrophotometry experiments. (Kokosinski)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

The purchasing of instructional equipment will assist students in applying general chemistry principles and theories through practical applications of laboratory activities involving qualitative and quantitative analyses. This will facilitate the learning process when students obtain and evaluate original results, then compare them to the literature values, are able to draw reasonable conclusions from their results, and effectively communicate their experimental results.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-22050-6410	\$4728.60 (\$1576.20/...	Student Learning Outcomes: to demonstrate critical thinking ...

Objective:

Objective 3:

Improve laboratory instruction by purchasing new computer software for the infrared spectrometer.

Action Plan (include who is responsible):

Dr. Kokosinski will request funding to purchase a new software program to upgrading the infrared spectrometer. (Kokosinski)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

The purchasing of this software will add another dimension in qualitative analysis by utilizing the infrared spectrometer. Again, this will assist students in applying general chemistry principles and theories through practical applications of laboratory activities.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>

1100-22050-4325	\$350	Student Learning Outcomes: to demonstrate critical thinking ...
-----------------	-------	---

Objective:

Objective 4:
Improve laboratory instruction by purchasing new pH meters to supplement the existing three functioning meters.

Action Plan (include who is responsible):
Dr. Kokosinski will request funding to purchase five new pH meters since the current pH meters are slowly deteriorating and will need to be replaced. Additionally, pH meters are a fundamental piece of equipment for any undergraduate chemistry department, and are essential.

<p>Link to College Plans:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Accreditation Planning Agenda Item <input checked="" type="checkbox"/> Comprehensive Program Review <input checked="" type="checkbox"/> Education Master Plan <input type="checkbox"/> Facilities Plan <input type="checkbox"/> IT Plan <input type="checkbox"/> Strategic Plan <input type="checkbox"/> Student Services Plan 	<p>Link to College-wide SLOs:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Students will communicate effectively <input checked="" type="checkbox"/> Students will demonstrate critical thinking skills <input checked="" type="checkbox"/> Students will locate, evaluate, and apply information <input type="checkbox"/> Students will demonstrate a sense of personal and professional e <input checked="" type="checkbox"/> Students will develop a clear sense of self, purpose, and ability to <input checked="" type="checkbox"/> Students will demonstrate skills in relationships through interper <input type="checkbox"/> Students will value their education, understand its privilege, and
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Describe how objective relates to results from SLO Assessments:
The purchasing of pH meters will assist students in applying general chemistry principles and theories through practical applications of laboratory activities involving quantitative measurements and analyses. Students will obtain and evaluate original results, then compare them to known literature values of equivalence points and acid/base ionization constants.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100-22050-6410	\$718.85	Student Learning Outcomes: to demonstrate critical thinking ...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Explain significant issues and/or changes that have occurred since the last CPR.

Briefly explain significant changes expected during the upcoming year.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/4/2013

Management Area:

Instruction

Program:

Culinary Arts

Sub-Program:

First Name:

Connie

Last Name:

Garrish

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

- We are in the preliminary stages of opening student run 'restaurant' out of the Eagles Perch
- Curricular revision and development
- Increase Enrollment
- Full Time Culinary Arts Program Employee
- Utilization of second year students as
- Teacher Assistants.
- Culinary Arts Scholarship
- Articulation with Plumas County Schools Culinary Arts Programs.
- Developing Culinary Arts Club
- Offering more than one section for our more popular classes
- Procure additional Culinary Arts instructional equipment
- Implementing Lab Fee for classes with Culinary arts labs.
- Increase Enrollment
- Curricular revision and development
- Full Time Culinary Arts Program Employee
- Procure additional Culinary Arts
- instructional equipment

Progress:

- Still working on implementing restaurant at night once a month to generate funds for the Culinary Arts program.
- We are short an instructor so Curricular Development has temporally been put on hold
- Our enrolment is down because traveling marketing (and other marketing) has not been done because of our budget.
- A full time employee is in the discussion stages
- We have been utilizing 2nd year students through the internship program as TA's and it has been working out very well.
- We have awarded our first scholarship to a second year student names Lowell.
- Continuous work on articulation. Connie and Sean coach Greenville High School Culinary Team the last four years and they have won second place in the State of California twice.
- Club has been established, they have completed fundraisers and a new president has been appointed.
- More class selection is not applicable at this time
- Moe equipment is in the work. Instructor Kyle is working on using lottery money for pots and pans
- Implementation of Lab fees has been sometimes successful and sometimes does not get implemented on the side of administration.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

- We are in the preliminary stages of opening student run 'restaurant' out of the Eagles Perch
- Curricular revision and development
- Increase Enrollment
- Full Time Culinary Arts Program Employee
- Articulation with Plumas County Schools Culinary Arts Programs.
- Developing Culinary Arts Club
- Offering more than one section for our more popular classes
- Procure additional Culinary Arts instructional equipment
- Implementing Lab Fee for classes with Culinary arts labs.
- Increase Enrollment
- Curricular revision and development
- Full Time Culinary Arts Program Employee
- Procure additional Culinary Arts instructional equipment

Action Plan (include who is responsible):

- We will be fundraising so that we can get the start up costs for a trial run of two months of a evening restaurant in March and April - Conry, Garrish, Greer
- A full time staff member would really help with Curricular Development since all instructors have other full time obligations. -Conry, Garrish, Greer
- We plan on visiting high schools this year and doing presentations as well as other marketing avenues, Our personal budgets pending, since Culinary Arts does not have a budget for this. -Conry, Garrish, Greer
- We will be continuing articulation through coaching culinary arts team in Greenville.- Conry, Garrish, Greer
- The culinary arts club is working with its president on fundraising and on a pop up restaurant as well as a web site. - Conry, Garrish, Greer, Lowell (TA and club President)
- We will need to increase enrollment before offering multiple classes of popular classes -Conry, Garrish, Greer
- we will continue to procure more equipment for the program, however means of doing this remain unclear- Conry, Garrish, Greer
- Implementation of lab fee- we will be working closer with the administrative side to ensure that the lab fee does in-fact, get implemented -Conry, Garrish, Greer
- we plan to increase enrollment by doing more marketing and visiting high schools -Conry, Garrish, Greer
- Curricular revision and development would be much more feasible with a full time employee -Conry, Garrish, Greer

Additional Budget Needed:

Rational for Additional Budget:

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☐ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

- ☐ Students will communicate effectively
- ☐ Students will demonstrate critical thinking skills
- ☐ Students will locate, evaluate, and apply information
- ☐ Students will demonstrate a sense of personal and professional responsibility
- ☐ Students will develop a clear sense of self, purpose, and ability to learn
- ☐ Students will demonstrate skills in relationships through interpersonal communication
- ☐ Students will value their education, understand its privilege, and

Describe how Objective Relates to the Results of a SLO Assessment:

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

We are desperately in need of a travel budget so that we can promote our program to increase enrollment. We are also in need of a budget for instructional supplies- ingredients for the classes. We do have a \$25 lab fee that does not always get implemented on the administrative side, but even when we are able to collect that it still does not cover the cost of ingredients to teach the classes.

Action Plan (include who is responsible):

Budget pending we plan to visit all the schools around Plumas, Sierra and Lassen County (Lassen County does not have a Culinary Arts program) , we have seen in the past that doing this has a significant impact on our programs enrollment.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
- ☐ Facilities Plan
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- ☐ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100-24700-130630	\$4,310	

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Our enrollment is in decline due to lack of Marketing on all sides. We are in need of a Travel Budget for marketing our program and in need of a budget for ingredients in order to keep our program alive and to turn it back around.

Explain significant issues and/or changes that have occurred since the last CPR.

The Culinary Arts Program is currently in a Budget Crisis. We have all but depleted our funds in our Restricted Donated account, which is what we have been using to keep the program afloat, along with instructors purchasing all ingredients for the classes out of the personal funds. Previously when Connie Garrish ran the Eagles Perch as well as the Culinary Program, she would have the perch supply ingredients and then the classes would make the product and it would be sold in the perch. This system not only kept food cost down for the program (and also an effective way to use the product that benefited the school and the Culinary arts program) but it kept food and labor costs down for the eagles perch. Now that this is no longer an option we are in need of a budget to supply the ingredients for the culinary arts program.

Briefly explain significant changes expected during the upcoming year.

We plan to increase enrollment through marketing.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/29/2013

Management Area:

Instruction

Program:

Digital Technology

Sub-Program:

First Name:

Nathan

Last Name:

Tharp

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Create a Digital Technology program.

Progress:

Program was created. Three new degrees, four certificates, and 19 new classes were developed and approved by the Chancellor's Office. The first six courses were held in Fall 2013 and enrollment was satisfactory.

Objective:

Form advisory committee for program.

Progress:

Advisory committee was formed and relied on heavily during the program development process. The committee consists of 11 members. These member are local, regional, and statewide. The represent a variety of levels of expertise and topics.

Objective:

Renovate Room 600.

Progress:

This objective is 85% complete. Twenty four new computers, tables, carpeting, paint, lighting, and presentation tools have been procured and installed. We still have some work to complete as indicated in current year's objectives.

Objective:

Develop an equipment loan program and media production space.

Progress:

We have a launched an equipment checkout program. It is houses in the program coordinators office at the back of room 600. We have not developed a media production space. This will entail moving the program coordinator's

office and checkout program. We are postponing this objective for the time being.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Change the title of the program from Digital Technology to Information Communications and Technology (ICT). This will better align with Chancellor's Office terminology.

Action Plan (include who is responsible):

Program coordinator has submitted to Curriculum Committee and will follow standard curriculum change processes. Will also be submitted into 2014 campus catalog.

Objective:

Launch 12 new ICT classes.

Action Plan (include who is responsible):

Program coordinator will schedule classes, hire/assign instructors, hold classes, and assess results.

Objective:

Develop classes for online delivery.

Action Plan (include who is responsible):

Program faculty will hold beta hybrid courses to test for best online delivery methods. Assess student learning and practicality of delivery. Use results to determine appropriate online offers for future years.

Objective:

Complete the upgrade to room 600 computer lab.

Action Plan (include who is responsible):

Facilities will complete table installation, projector laptop connection, side monitors, and projector upgrade. Program coordinator will procure new chairs.

Additional Budget Needed:

\$9,600

Rational for Additional Budget:

This is a one time request. There are 40 student seating locations but only 26 chairs in the room. These chairs are mismatched left overs from locations around campus. Many are broken or missing parts. A picture is attached. By increasing the number of chairs we will be able to increase enrollment in classes in the room. By updating the chairs we will be able to provide a professional learning environment that visually and ergonomically supports student learning. The chairs we are proposing are the same as the

KI chairs used in the library. This will provide a consistent experience across campus.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☒ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

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- ☐ Students will develop a clear sense of self, purpose, and ability to
- ☐ Students will demonstrate skills in relationships through interper
- ☐ Students will value their education, understand its privilege, and

Describe how Objective Relates to the Results of a SLO Assessment:

This objective related to student learning in general, not a specific SLO. Student learning will be enhanced by having ergonomic, safe, and sufficient seating. This also supports Strategic Direction III: Resources in the campus Strategic Plan.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Launch an additional 7 new ICT courses over the 2014-15 school year.

Action Plan (include who is responsible):

Program coordinator will schedule classes, hire/assign instructors, hold classes, and assess results.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

The ICT program and courses primarily support College-wide SLOs 1, 2, and 3. Access to technology resources and instruction is a significant component of both the Educational Master Plan and the Strategic Plan.

Objective:

Increase online ICT offerings.

Action Plan (include who is responsible):

Program coordinator and associated faculty will attempt to offer >50% of ICT offerings fully online.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

The ICT program and courses primarily support College-wide SLOs 1, 2, and 3. Access to online resources and instruction is a significant component of both the Educational Master Plan and the Strategic Plan.

Objective:

Integrate ICT with on campus and off campus partners. This includes other academic programs, campus services, local and regional businesses, local schools, sister CCs, and four-year institutions.

Action Plan (include who is responsible):

The program coordinator will lead efforts in this area. Plans include funding a program assistant through a grant, aligning class projects with campus and other program needs, developing internships, and completing articulations.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

The ICT program and courses primarily support College-wide SLOs 1, 2, and 3. Access to technology resources and instruction is a significant component of both the Educational Master Plan and the Strategic Plan.

Objective:

Increase enrollment in ICT courses

Action Plan (include who is responsible):

The program coordinator will lead these efforts. Action items include marketing and promotion in local media, word of mouth, increasing online offerings, promotion among faculty, articulations, and increases web presence.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

The ICT program and courses primarily support College-wide SLOs 1, 2, and 3. Access to technology resources and instruction is a significant component of both the Educational Master Plan and the Strategic Plan.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The new program has launched and the old AOM courses have been retired. Enrollment in most courses was relatively high for the first time the classes were being offered.


Explain significant issues and/or changes that have occurred since the last CPR.

The AOM program has been terminated and the DT program has been created. Nineteen new courses, three degree, and four certificates are now offered in topics that will provide students both with real-world skills and transferrable credits towards four-year degrees.

Briefly explain significant changes expected during the upcoming year.

The most significant changes will be the actual implementation of the program, the courses, and the delivery methods. It is expected that a full assessment of the rollout of this new program will be able to be made in the Spring of 2016.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
 photo.JPG JPEG image 571 KB	This is a demonstration of the seating in the lab as part of the budget request.

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/31/2013

Management Area:

Instruction

Program:

Dramatic Arts

Sub-Program:

First Name:

Michael

Last Name:

Bagley

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Encourage the College to recognize that additional general fund money will be required for future drama productions.

Progress:

Communication and support from the Office of Instruction and the Business Office have resulted in new budget line, "other local revenues", which has allowed for better management of funds.

Objective:

Continue to offer quality performance opportunities for students and the community.

Progress:

Hairspray was a huge hit with sell out performances. Further, the acting class has attracted even more on-campus students than in past semesters.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

The division chair will continue to encourage the College to adopt a restricted budget for Drama that would allow the program to be self-funding.

Action Plan (include who is responsible):

Michael Bagley, Arts and Sciences division chair, will work with Terry Gallagher and the Budget Committee to seek approval of a restricted budget solely for Drama.

Objective:

The lead associate faculty member will continue to offer quality performance opportunities for students and the

community.

Action Plan (include who is responsible):

Terry Gallagher, lead associate faculty in drama, will work closely with Division Chair and the Dean of Instruction to develop performance opportunities.

Objective:

The division chair will work closely with faculty in drama and the Office of Instruction to identify a "classroom" that accommodates the needs of drama production.

Action Plan (include who is responsible):

Michael Bagley will work with Terry Gallagher to develop a room plan for 2013 and beyond.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue to offer quality performance opportunities for students and the community.

Action Plan (include who is responsible):

Lead associate faculty, Terry Gallagher, will continue to work with Arts and Sciences Division Chair, Michael Bagley, and the Office of Instruction to keep course offerings and performances flowing.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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- ☐ Student Services Plan

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- ☒ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

Not available.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The current status of the performing arts is good. Classes and performances continue to be in strong demand, and the community outreach and impact is great. The development of a resolution for classroom and performance space

is coming together with the support of the Office of Instruction to allow for off-campus facility rental for the performance classes.

Explain significant issues and/or changes that have occurred since the last CPR.

No significant changes.

Briefly explain significant changes expected during the upcoming year.

It is hoped that the Drama budget will become restricted and that funds raised can be kept in the program.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/1/2013

Management Area:

Instruction

Program:

Early Childhood Education

Sub-Program:

First Name:

Shelley

Last Name:

Miller

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Develop articulation agreement with Southern Oregon University for the online B.S. degree program in Early Childhood Development. Develop and conduct outreach plan to current students and alumni.

Progress:

Course outlines were reviewed with SOU and an articulation agreement was developed and signed effective Fall 2012. SOU representatives visited FRC on 10/22/12 with 23 attending including, students, alumni, local workforce managers and advisors. Outreach continues to all current, former and prospective students.

Objective:

Conduct outreach for ECE to actively recruit new students emphasizing new career and educational options.

Progress:

New printed materials were developed for ECE degrees and certificates. Meetings were held with new advisors. Updated web pages for the new website are not completed at this time.

Objective:

Work with the Curriculum Alignment Project (CAP) in establishing continuity and alignment for the administration, infant/toddler and special needs curriculum.

Progress:

The Coordinator participated in statewide discussions and workgroups to develop new criteria for common course outlines for seven courses.

Objective:

Monitor activity and participate in local and statewide collaboratives and projects impacting ECE workforce development.

Progress:

The Coordinator monitored and provided feedback on the requirements for the new Competencies Integration Project, ECE Workforce Registry and proposals for the new ECE Credential. The Coordinator continues to participate

in California Community Colleges Early Childhood Educators (CCCECE) and the local Early Learning and Care Planning Council.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Complete remodel of CDC with observation, technology and resource capabilities.

Action Plan (include who is responsible):

Progress: The teaching wall has been completed. Resources have been inventoried and labeled.

Action Plan:

1. Complete check-out system/Coordinator (Spring 14)
2. Install sound in Child Development Center linked to observation room/Facilities

Objective:

Monitor activity and participate in local and statewide collaboratives and projects impacting ECE workforce development.

Action Plan (include who is responsible):

Progress: The Coordinator designed the application and participation requirements for the AB212 Stipend program for 2013-14 administered by PCOE. This program will provide stipends for employees of state-funded ECE programs who are enrolled in courses for college credit.

Action Plan:

1. Participate in evaluation of program/Coordinator (Summer 14)
2. Attend training in the Competencies Integration Project Mapping Tool/Coordinator (Fall 13)
3. Complete Competencies Integration Mapping Tool/Coordinator (Spring 14)

Objective:

Work with the Curriculum Alignment Project (CAP) in establishing continuity and alignment for the administration, infant/toddler and special needs curriculum.

Action Plan (include who is responsible):

1. Work with Advisory Committee to prioritize courses/Coordinator (Fall 2013 and Spring 2014)
2. Revise course outlines for approval as prioritized/Coordinator (Spring 2014)
3. Schedule prioritized courses for 2014-15 and 2015-16/Coordinator (Spring 2014 and Fall 2014)

Objective:

Research and develop plan for usable classroom space with adult furniture and access to basic technology for ECE activity-based courses.

Action Plan (include who is responsible):

Progress: Facilities completed teaching wall in ECE Observation Room. ECE activity-based classes with small enrollment have been moved to the observation room effective mid-term of Fall 2013. The search for a classroom holding 20-24 students will continue as an ongoing objective.

Objective:

Develop TMC for Liberal Studies, Elementary Teacher Preparation.

Action Plan (include who is responsible):

Progress: Course descriptors were reviewed by appropriate faculty. Discussions took place regarding feasibility.

Action Plan:

1. Decide on whether or not to pursue TMC/CIO
2. Revise and/or create course outlines as needed to align with C-IDs/Faculty (Spring 2014)
3. Complete TMC narrative and application/Coordinator (Spring 14)

Additional Budget Needed:

\$2,500

Rational for Additional Budget:

Coordinator for Liberal Studies to complete this objective and the next four objectives listed below.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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- ☐ Student Services Plan

Link to College-wide SLOs:

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Describe how Objective Relates to the Results of a SLO Assessment:

Assessment of the degree program was conducted during Fall 2012 . There was one completer to assess. Program level SLOAC indicated the need to explore development of the TMC. It also indicated recommendations to develop an MOU with PUSD for student placement in labs, recruitment, schedule coordination and rotation of courses and activities and supports. These recommendations include this objective and the next four objectives for 2013-14.

Objective:

Develop outreach materials and website for Liberal Studies recruitment.

Action Plan (include who is responsible):

Progress: Brochure is complete. Draft of web pages are done.

Action Plan:

1. Develop and implement outreach plan (Spring 14)

Objective:

Develop and implement strategies to unify and increase visibility and supports for students who are prospective elementary school teachers.

Action Plan (include who is responsible):

1. Develop and implement plan/Coordinator (Spring 14)

Objective:

Coordinate two year schedule for courses for the TMC in Liberal Studies.

Action Plan (include who is responsible):

1. Work with both divisions to develop course schedule./Coordinator (Spring 14)
2. Develop advising materials for counselors and advisors./Coordinator (Spring 14)

Objective:

Develop and MOU with PUSD for Education 200 lab experience for Liberal Studies students.

Action Plan (include who is responsible):

Progress: A successful introductory meeting was held with PUSD administrators.

Action Plan:

1. Develop MOU/Coordinator with administration/ (Spring 14)
2. Identify specific teachers for participation as mentors/Coordinator (Spring 14)

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Increase enrollment in the Liberal Studies Elementary Teacher Preparation program, by providing a stipend for a coordinator for recruitment, retention, coordination of a two-year schedule, developing and monitoring lab placements at PUSD, increasing visibility of program and providing supports to current students.

Action Plan (include who is responsible):

1. Establish tasks to be completed/ECE Coordinator with CIO approval (Fall 2013)
2. Secure funding for a coordinator for 2014-15/Administration (Spring 2014)
3. Detail expectations with timeline for completion/Administration with ECE Coordinator (Spring 2014)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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- ☐ Student Services Plan

Link to College-wide SLOs:

- ☒ Students will communicate effectively
- ☒ Students will demonstrate critical thinking skills
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Describe how objective relates to results from SLO Assessments:

Assessment of the degree program was conducted during Fall 2012 . There was one completer to assess. Program level SLOAC indicated the need to explore development of the TMC. It also indicated recommendations to develop an MOU with PUSD for student placement in labs, recruitment, schedule coordination and rotation of courses, and activities and supports.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1240/3000	\$3300	

Recruitment and retention, student success, marketing, advis...

Objective:

Increase enrollment in the ECE program.

Action Plan (include who is responsible):

1. Develop and implement recruitment and marketing plan.
2. Maintain web pages with current updates.
3. Increase online course offerings in ECE, particularly for courses required for the AA that are not required for the AS-T.
4. Explore options for an additional Master Teacher specialization.
5. Phase-in additional CAP aligned courses.
6. Formalize methods of tracking graduates.
7. Offer CWEE course for ECE students.
8. Conduct new outreach to Sierra County.

The ECE Program Coordinator is responsible for all items in the action plan above.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
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- ☒ Strategic Plan
- ☐ Student Services Plan

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Describe how objective relates to results from SLO Assessments:

SLOAC assessment of the degree program indicated the need for more hands-on opportunities in the workplace for students (CWEE). The Advisory Committee recommends additional CAP aligned courses and online options.

Objective:

Action Plan (include who is responsible):

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

ECE students include both traditional and non-traditional students and are primarily women. Enrollment includes students from every community in the county. Currently, during Fall 2013, 57% of students enrolled in majors classes are working in the ECE field. The ECE program at FRC is the feeder for the local workforce in Plumas County and plays a vital role in sustaining a stable workforce in our communities.

The Early Childhood Education program offers two degrees and seven certificates. In 2012-13, four degrees and six certificates were awarded to six individuals. Four of the students are employed in ECE programs and three of the students are continuing their education. In addition, the Liberal Studies Elementary Teacher Preparation degree is housed with ECE under the broad umbrella of Education. This degree had no completers during 2012-13.

Enrollment data indicate that the number of FTES have been relatively stable over the last three years. However, enrollment in majors courses has declined this fall semester (2013), indicating a need for increased recruitment and outreach efforts. The general education ECE courses continue to maintain full enrollment. There is one ECE full-time faculty member who has been on reduced workload for the last two academic years and is continuing with that option during 2013-14. There are currently five ECE associate faculty, who do not all teach during each semester.

Explain significant issues and/or changes that have occurred since the last CPR.

This has been a time of significant program development in ECE, providing exciting new options for students. The curriculum is updated regularly to reflect current best practices, trends and changes in licensing regulations.

We are able to offer two degrees, the A.A. and the AS-T. Student preference appears to be slightly more for the A.A. degree, although students regularly shift their focus between the two. Students who plan to transfer to Southern Oregon, are required to complete the A.A., attracting potential transfers away from the AS-T degree. Both Humboldt State and CSU Chico are now on board to accept our ECE students who complete the AS-T.

We have signed an articulation agreement with Southern Oregon University (SOU). Students may enroll in their fully online program with a 60 quarter unit requirement for completion of a B.S. degree in Early Childhood Development. There is no out-of-State tuition and students may enroll full or part-time. We currently have one graduate enrolled in this program. There is a cohort of four more students who plan to enroll in Winter, 2014. This is an exciting opportunity for students who are working in the field and do not wish to leave the area for their next degree.

The program's eight core courses are officially aligned with the Curriculum Alignment Project (CAP). This alignment provides a seamless system of course-to-course transfer to 67 other community colleges in California and to many

CSUs.

The remodeling project for the observation room will be completed soon. Students now have full access to an observation room for instructional purposes, a small work area for student and small group work and access to a variety of resources. Final completion of this project is near, with the much anticipated installation of sound, linking the children's classroom with the observation room. It is anticipated that this completed project will result in increased recruitment, retention and student learning success.

Briefly explain significant changes expected during the upcoming year.

There are several new initiatives at the State level regarding ECE workforce development. These include the Competencies Integration Project, the ECE Workforce Registry, and a potential new teaching credential to include preschool. As these initiatives are implemented we will need to respond quickly to remain current.

A request is being submitted again for a coordinator stipend to address the Liberal Studies Elementary Teacher Preparation degree program. It is difficult for the ECE Coordinator to manage both programs, especially with all of the changes taking place in ECE. Therefore, progress in Liberal Studies remains slow or non-existent.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/18/2013

Management Area:

Instruction

Program:

Environmental Studies

Sub-Program:

First Name:

Darla

Last Name:

DeRuiter

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Determine direction for integrating fire sciences in the ENVR curriculum

Progress:

It was determined that it is not realistic for FRC to offer a fire sciences curriculum. We will continue to offer ENVR 045 Seasonal Fire Fighting, which is the course we are equipped to teach. In part, this decision was made due to changes in requirements for some courses, where increases in hours (e.g., from 67 hours to 254 hours) required made it infeasible for us to deliver.

Objective:

Continue to be the driving force for the ecological health and monitoring of FRC's campus.

Progress:

We continue to serve the campus very well in this regard. The "undeveloped" and natural parts of FRC's campus could be considered the domain of the Environmental Studies Department, as our Forestry class is working to increase forest health through thinning, the Wildlife class is creating an enclosure to monitor the effects of deer browsing on oak woodland health, and the Watershed class monitors water quality above and below campus. These efforts are examples of the implementation of the FRC Forest and Fire Management Plan, the ultimate goal of which is to restore greater health to the conifer forest and oak woodland, while reducing the potential for catastrophic fire on campus.

Objective:

Promote the program to increase enrollment and improve student success.

Progress:

With the support of the Student Services Offices, we were able to place an ad in the special "Environmental Schools" edition of *High Country News*, which reaches over 25,000 households. A new brochure has been created, but due to FRC's stalled webpage situation, our website has not been updated. We still have a need to increase the proportion of women in the program.

Objective:

Hold ENVR staff and student social event at the beginning of the fall term.

Progress:

August 26th marked a successful BBQ and social evening! Approximately 20 people attended, learned about each other and the ENVR program.

Objective:

Explore external funding sources to endow and improve the program.

Progress:

External funding has not been secured.

Objective:

Continue to utilize SLOAC to make improvements and adjustments to our program and curriculum.

Progress:

We are highly successful in this area, due to regular staff meetings and excellent discussions about classes, including SLOAC. A program-level SLO survey is administered to students in the ENVR 280 Environmental Capstone class; following this semester we will have 3 years of data on program SLOs.

Objective:

Increase breadth of staffing to take advantage of local expertise.

Progress:

We have reached a good balance of full-time and part-time faculty teaching our offerings. We have qualified faculty teaching every class in our curriculum.

Objective:

To reinstitute an active Student Environmental Association (SEA) with significant student involvement.

Progress:

SEA has had regular meetings ever since the kick-off locavore dinner in August, with solid participation.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Promote the program to increase enrollment and improve student success.

Action Plan (include who is responsible):

With the support of the Student Services Offices, we were able to place an ad in the special "Environmental Schools" edition of *High Country News*, which reaches over 25,000 households. A new brochure has been created, but due to FRC's stalled webpage situation, our website has not been updated. We still have a need to increase the proportion of women in the program.

Objective:

Develop and update articulation agreements with appropriate universities and university systems.

Action Plan (include who is responsible):

Divide and conquer appropriate universities: U of Idaho, Chico State, Southern Oregon (DeRuiter), Humboldt State, U Nevada-Reno, U Montana (Tracy).

Objective:

Achieve fully operational status for Hatchery and Greenhouse.

Action Plan (include who is responsible):

Greenhouse:

- Controls are nearly complete with the exception of temperature control. We request that Facilities personnel finish this project, which they offered to do in the past. No funding is necessary for this.
- We continue to build and maintain partnerships with external agencies. We are growing plants for the USFS, Grassfed Farms, the Digging In program, Transition Quincy, and FRC CDC.

Hatchery:

- Controls at the hatchery are installed and supposedly operational, the project has been placed on hold many times due to the need to work with the network administration company Lanlogic to port the software through the firewalls so that it can communicate to Hatchery Director Zach Parks via email of any problems that arise. This portion of the project is still not complete so Parks does not have access to the data that is collected or alerts to equipment failures. Parks has been told by CTO that the firewall port will be completed in the future.
- External partnerships are strong: working with Trout Unlimited (fishing derbies for youth and persons with disabilities), Plumas County Fish and Game Commission (input on trapped fish at lake Davis and funding the hatchery for new belt feeders), Kokanee Power student scholarships and fundraising derby, and Plumas County schools (supporting aquaculture research institute activities at Chester High School and many Quincy school field trips to the hatchery), These partnerships are strong, intact, active and many other small projects have been completed.
- Hatchery waste use at the greenhouse has not received much attention due to the fact that the hatchery did not produce enough fish in the last year to produce any usable amount of waste. The waste that is produced at the hatchery can and will be collected to be used as soil amendments in the greenhouse when production is adequate.
- A partnership with the Greenville Rancheria to develop a commercial aquaculture facility is stalled due to inadequate communication between Zach Parks and Rancheria members, and the project not being of high priority to the Rancheria. Potential is there if the Rancheria and its members choose to apply for federal funding to secure land and water resources.

Objective:

Continue to be the driving force for the ecological health and monitoring of FRC's campus.

Action Plan (include who is responsible):

Finalize and gain formal approval for campus Forest and Fire Management Plan (DeRuiter, Jury). Apply projects as laid out in FFMP to course curriculum (All). Build holistic database compiling results from various course monitoring activities (Tracy).

Objective:

Revise ENVR major to increase student success, allowing for higher graduation and transfer rates.

Action Plan (include who is responsible):

Finalize new, reduced-unit major (DeRuiter, Tracy). Reschedule classes and assign instructors (DeRuiter, Tracy). Track students (DeRuiter, Tracy).

Objective:

Explore opportunities for curricular development of a certificate or degree in sustainable agriculture

Action Plan (include who is responsible):

Through the Community Food Council, a Labor Market Analysis is being developed, along with an examination of the potential to draw students (DeRuiter). If the college is serious about supporting such a certificate or degree, we will need to involve the Agriculture Department, then gain approval through all the appropriate channels.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Increase budget for travel to expose more students to appropriate field-based experiences through courses.

Action Plan (include who is responsible):

Our curriculum is very field-oriented, with a number of labs. While we strive to keep fieldtrips close to home, there are several classes that require two vans, and traveling to appropriate destinations strongly enhances learning. We have been short on travel funds for a number of years, requiring us to transfer funds from other accounts. Determine appropriate fieldtrip destinations and topics, calculate total mileage (All).

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

The ENVR Department curriculum is extremely field-based and applied. In order move our students towards mastery of the skills and knowledge required in our field, it is essential to expose them to 1) ecosystems and environments

that are beyond our campus boundaries, 2) professionals working in their 'native' settings, and 3) the work setting in a real-world situation.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21350-5101-0...	300	3. Safety / Risk: If we are running short on travel funds, we so...

Objective:

Continue to be the driving force for the ecological health and monitoring of FRC's campus.

Action Plan (include who is responsible):

Apply projects from Forest and Fire Management Plan through classes, working with campus and community partners as needed (All). Continue to build and improve database, and use data for management decisions. Integrate results to help inform campus Sustainability Management Plan.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

We directly integrate hands-on, applied projects related to the ecological health and monitoring of FRC's campus into nearly all our courses. These projects are fundamental to the SLOs of the courses and thus tie directly in to the course and college-wide SLOs. For example, the Intro to Forestry class is currently removing conifers smaller than 10" DBH from the oak woodland across from the LRC, an objective of the Forest and Fire Management Plan. This ties into the class SLO to understand forestry practices and management, and college-wide SLOs regarding communication, application, and goal achievement. We are requesting an increase in Equipment Repair (5075) for deer collar refurbishment, an unanticipated annual expense that has been generously supported by Lottery funds.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21350-5075-0...	600	4. Student Attraction: Deer Collaring has been an important s...

Objective:

To attract new students through increased recruiting efforts.

Action Plan (include who is responsible):

Our outreach could be expanded to the Tahoe / Truckee area; there is a potential for environmentally-minded students with an interest in outdoor work that might be interested in our program (Tracy). Improve ENVR website when available through campus server (DeRuiter/Tracy). Any necessary funds for this objective would come from Student Services.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

In order to assess any SLOs, we need healthy student numbers. When student enroll in our program, they will gain a sense of purpose and value the privilege of education.

Objective:

Continue to develop certificate or degree in sustainable agriculture, based on findings in 2013-14.

Action Plan (include who is responsible):

Working with Community Food Council, staff from ENVR and Ag Departments, develop curriculum and move through appropriate channels (DeRuiter).

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

If some kind of Sustainable Ag program is deemed appropriate for FRC's curriculum, all of the above college-wide SLOs will be addressed.

Objective:

Continue to facilitate a strong student environmental club (Student Environmental Association), including hosting a beginning of the year social event.

Action Plan (include who is responsible):

Help students organize and coordinate meetings, outings, and events (Tracy, DeRuiter).

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

Being involved with extra-curricular activities builds confidence, responsibility, and relationship. All college-wide SLOs are met in various ways through involvement in SEA.

Objective:

Update articulation agreements with appropriate universities and university systems.

Action Plan (include who is responsible):

Based on progress in 2013-14, update agreements as necessary (DeRuiter, Tracy).

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Facilitating student transfer to appropriate 4-year institutions will help them meet their educational goals.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

- Program leadership issues have been resolved thanks to the hiring of Bridget Tracy. DeRuiter and Tracy are working together as co-coordinators of the program.
- The ENVR Department enrollments appear to be stable based on SharePoint data. Males dominate our enrollment. Approximately 25% of students fail our courses.

- We are excited about the diversity and expertise of associate faculty that we have been able to attract to the program. Students are currently instructed by local leaders in forestry, wildlife law, GIS, etc.
- We continue to wait on other institutions (southern California CC's and CSUs) for a TMC in Environmental Science.

Explain significant issues and/or changes that have occurred since the last CPR.

- The program has hired full-time faculty Bridget Tracy.
- The program has submitted curricular changes to reduce the number of units required to graduate. This should make it much more reasonable for students to complete their degrees and either transfer or gain employment in a reasonable amount of time.
- The program continues to finalize a Forest and Fire Management Plan thanks to a RAC grant from the USFS to assess, monitor, and maintain campus ecosystem health.
- The ENVR capstone course will present the Forest and Fire Management Plan to community members, advisory committee members, and campus leaders in November, 2013.

Briefly explain significant changes expected during the upcoming year.

- We expect the curricular changes we proposed to be approved. As we implement those changes, there could be impacts on associate faculty staffing. Student advising will also be paramount.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/19/2013

Management Area:

Instruction

Program:

Physical Science

Sub-Program:

Geology

First Name:

Bridget

Last Name:

Tracy

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To provide high quality physical science education to students interested in the earth sciences.

Progress:

Tracy was hired to replace Lerch, who moved into the Chief Instructional Officer position. This faculty hire allowed and will continue to allow the school to offer Physical Geology and Physical Geography courses in both the fall and spring semesters in order to meet student interests and allow the student body to fulfill general, science, breadth requirements for FRC and transfer degrees.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Expose geology students to more field experiences.

Action Plan (include who is responsible):

Tracy will take geology students on two field trips during the course of each semester, instead of one field trip.

Additional Budget Needed:

\$100.00

Rational for Additional Budget:

Students become most excited about geologic concepts when they see evidence outdoors in the natural world. The best way to ensure the students really grasp and synthesize concepts of the rock cycle, plate tectonics, and orogeny is to let them view geologic formations first hand. In addition, field trips are a strongly suggested part of lab curriculum according to the C-ID course descriptor for physical geology.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how Objective Relates to the Results of a SLO Assessment:

The first SLO for Geology 102 states, "students will synthesize the central concepts, theories, facts, and issues of the physical geology; including, but not limited to: plate tectonics, the rock cycle . . ." As mentioned in the rationale, the best way to get students to tie together geologic concepts discussed throughout the semester is to show them geologic formations outdoors and ask them to explain how these formations came to be.

Objective:

Improve the rock and mineral collection used to teach Physical Geology students.

Action Plan (include who is responsible):

Tracy will order a sample of Halite and Pyroxene. Both specimens are fundamental building blocks for geologic formations and all introductory geology classes should provide students with good examples of these rocks for viewing.

Additional Budget Needed:

\$45.00

Rationale for Additional Budget:

Both specimens are fundamental building blocks for geologic formations and all introductory geology classes should provide students with good examples of these rocks for viewing.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how Objective Relates to the Results of a SLO Assessment:

The first SLO for Geology 102 states, "students will synthesize the central concepts, theories, facts, and issues of the physical geology; including, but not limited to: plate tectonics, the rock cycle . . ." Additionally, in accordance with the guiding curriculum for the Physical Geology C-ID descriptor, four labs in GEOL 102 are designed around examining rock and mineral samples and learning to recognize specimens based on an understanding of formation and composition. Providing good quality samples to illustrate concepts of the rock cycle, rock formation, and rock structure is essential, if students hope to synthesize central concepts and facts of physical geology.

Objective:

Improve the geologic map collection.

Action Plan (include who is responsible):

Tracy will order a 2010 California geologic map and a geologic map of the Westwood area. A budget for maps was requested last year.

Objective:

Align possible Geology, Geography, and Physics courses with TCM curriculum to ensure better transferability of courses. Work to get courses accepted as C-ID articulated courses.

Action Plan (include who is responsible):

Tracy updated the CORS to align the FRC course outlines with the C-ID course outlines. CORS are currently being reviewed by the curriculum committee. If CORS are accepted, Tracy will submit courses to the C-ID reviewers.

Objective:

Work to build better campus community for students pursuing physical sciences.

Action Plan (include who is responsible):

Tracy will work with Kokosinski and Bagley to organize an informational meeting for physical science students. Tracy made recruiting pamphlets to handout at events such as the College and Career Transfer Fair, to inform new students about the possibility to pursue science at FRC. Tracy will work on developing a webpage for the new FRC website for the Physical Science major.

Objective:

Work to improve collection of current library books on subjects commonly chosen by students for geology research papers.

Action Plan (include who is responsible):

Tracy will work with Swarm in the library to make suggestions about new books that would be used in most semesters by students writing geology papers. These include subjects such as Mt St. Helen's, Mt. Lassen, the San Andreas Fault, etc.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue to work to get courses accepted as C-ID articulated courses.

Action Plan (include who is responsible):

Tracy will continue to work towards getting earth and physical sciences classes accepted as C-ID transfer courses, by pursuing the submission and review process.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

This objective does not apply to a specific SLO or outcome from and SLO assessment, but if students are succeeding in course SLOs we want to provide them with the best options to continue to succeed with their academic career. Providing a smooth transfer path is one way to ensure this.

Objective:

Expose geology students to more field experiences.

Action Plan (include who is responsible):

Tracy will take geology students on two field trips during the course of each semester instead of one field trip.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☐ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

- ☐ Students will communicate effectively
- ☒ Students will demonstrate critical thinking skills
- ☒ Students will locate, evaluate, and apply information
- ☐ Students will demonstrate a sense of personal and professional e
- ☒ Students will develop a clear sense of self, purpose, and ability to
- ☒ Students will demonstrate skills in relationships through interper
- ☒ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

The first SLO for Geology 102 is "Students will synthesize the central concepts, theories, facts, and issues of the physical geology; including, but not limited to: plate tectonics, the rock cycle . . ." The best way to get students to tie together geologic concepts discussed throughout the semester is to show them geologic formations outdoors and ask them to explain how these formations came to be. These field examples really illustrate and bring home concepts for students and get them excited about geology.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100-22080-5101-1...	130.00	1. Budget Impact: Neutral- 3. 2.Uncontrolled: Neutral-3. 3. Sa...

Objective:

Continue to work to build a better campus community for students pursuing physical sciences.

Action Plan (include who is responsible):

Tracy will work with Kokosinski and Bagley to plan a meeting next fall for new and current physical science students to inform them about courses and the major.

Tracy will continue to improve webpage - which will HOPEFULLY be online by next fall.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

This objective does not apply to a specific SLO or outcome from and SLO assessment, but informing students about major requirements and building a sense of community amongst students pursuing this major will hopefully better prepare them to work together and succeed in their classes at FRC and to have more success in the transfer process.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The Geology/Geography program is in good standing. The courses have enjoyed nearly full enrollment at the beginning of all semesters, though some attrition does reduce course enrollment throughout the semester. Geology has consistently maintained more than 20 and Geography has consistently maintained more than 50 students through until the end of the semester.

Explain significant issues and/or changes that have occurred since the last CPR.

Tracy has replaced Lerch as the instructor for these courses. Course offerings, enrollment, etc. remain consistent.

Briefly explain significant changes expected during the upcoming year.

No significant changes are expected for the upcoming year. It is our hope that we can get Geology, Geography, and Physics course accepted as C-ID transfer courses to improve articulation and success for our students.

Attach Supporting Documents as Appropriate

Attachment

Attachment Description



File Attachment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/23/2013

Management Area:

Instruction

Program:

Hatchery

Sub-Program:

First Name:

Zachary

Last Name:

Parks

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Objective 1:

Hatchery academy with department of fish and game

Progress:

The hatchery academy has been placed on hold due to changing California Department of Fish and Wildlife (DFW) priorities. Work and progress can be quickly resumed upon request from the DFW

Objective:

Objective 2:

Produce and sell 10,000 pounds of rainbow trout

Progress:

The hatchery did not meet this goal for 2013 due to two different issues, one was the fish loss due to a power outage on August 10th 2012, and the subsequent time it took to receive a settlement from the insurance company for a claim of \$30,000.. The insurance company paid out a settlement in the amount of \$25000. The payment was received in April 2013, far to late to purchase eggs or small fish that could be grown to market size by the time they were needed. The hatchery did purchase 3,000 pounds of fish that were close to market size and did sell them. The funds that were raised were put back in to the program to purchase needed supplies.

Objective:

Objective3:

Find additional funding for hatchery operations

Progress:

This has been the hardest of the objectives to meet. Grants are difficult to find, and local donors are not as giving as they have been in the past. The hatchery has been fortunate enough to raise \$8000 in cash and other donations.
\$5700 RCA community fund for pond netting project
\$1000 Bess Spira Timmons Foundation for project fish
\$575.00 Plumas County Fish and Game commission for belt feeders
\$812.00 Kokanee Power fish food donation 2500 pounds

Objective:

Create agreement with the DFG for producing brown trout to be stocked in Bucks and Gold lakes.

Progress:

This goal will not be achievable in the near future due to DFW regulation changes relating to stocking. The new regulations require the stocking of triploid fish (sterile). The procedures to produce triploid brown trout have not been readily available or perfected, and would require costly equipment when the procedure is identified.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Produce and sell 10,000 pounds of rainbow trout

Action Plan (include who is responsible):

To produce and sell 10,000 pounds of rainbow trout in 2014 fish will need to be purchased fall 2013 in 2-4 inches in length roughly 20 fish per pound (1000 pounds of fish) at a cost of \$11.00 per pound. These fish will be cared for by hatchery staff and student employees until spring semester and then students enrolled in the advanced aquaculture (envr 266) will take over their care. The students in Advanced aquaculture will be responsible for the care and production of these fish. The student will learn to communicate effectively amongst themselves and others, gain critical thinking skills based on observations and data, they will create interpersonal relationships that will require teamwork, collaboration and compromise to achieve a common goal. Students lab grade will be dependent on the production success of their efforts. The fish that are produced will then be sold to local buyers for a return which can and will repay this \$3,000.00.

The hatchery would request \$3000 from the unrestricted budget to combine with the hatchery's foundation funding to make this possible.

Additional Budget Needed:

\$3,000.00

Rational for Additional Budget:

The \$11,000 for fish is needed to provide the students taking the aquaculture courses lab materials. The fish are the lab material for the course, with out fish to grow the students do not gain the hands on experience that they need. The fish will then be sold as normal hatchery practice and can repay the \$3,000 expense, and provide much needed starter funds for continuing fish production. Chester high school has proposed that FRC could purchase fish from them, paying \$3000 on delivery, then supplying Chester High with 50 bags of fish feed at \$40.00 per bag a \$2000 total, the hatchery can spend \$2300 for a total of \$7300 and then pay the rest (\$3,700.00) of the debt upon sale of the fish in the summer.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☐ Education Master Plan
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- ☐ IT Plan
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- ☐ Student Services Plan

- ☒ Students will communicate effectively
- ☒ Students will demonstrate critical thinking skills
- ☒ Students will locate, evaluate, and apply information
- ☒ Students will demonstrate a sense of personal and professional ethics
- ☒ Students will develop a clear sense of self, purpose, and ability to achieve goals
- ☒ Students will demonstrate skills in relationships through interpersonal communication
- ☒ Students will value their education, understand its privilege, and learn responsibility

Describe how Objective Relates to the Results of a SLO Assessment:

This objective relates to all of the college wide and course slo's. Students will demonstrate effective communication by disseminating information that is collected in the introduction to aquaculture and advanced aquaculture labs where they work with and care for the fish weekly. They will demonstrate critical thinking skills by analyzing data that is collected in lab and utilize it to make production decisions. They will locate evaluate and apply information in lab to maximize fish growth and production. The students will demonstrate personal and professional ethics as they work with the fish by showing up to assigned out of class times where they will feed the fish, observe the fish and report back to the instructor. The work that the students perform in lab will allow them to develop sense of self, purpose and ability to achieve goals by setting production goals for the semester and then determining how to achieve them and then implementing the plan. as the students work in groups or corporations to produce their fish they will work as teams that will not only compete but work together to produce the largest fish over the course of the semester. Finally students will value their education its privilege and learn responsibility through putting forth their best effort to care for their fish.

Objective:

Find funding for hatchery operations

Action Plan (include who is responsible):

Zachary Parks is responsible for solicitation of local organizations and individuals for funds, seeking grants for general operations and or projects

Objective:

Install the already purchased back up generator

Action Plan (include who is responsible):

In September of 2008 the hatchery purchased a Backup generator with Sierra Nevada Conservancy Funding. It was the understanding of the hatchery director that the facilities department would install the generator sometime after its purchase in late 2008 or early 2009 as stated in the grant agreement. As of today the generator still has not been installed, due to several factors one being the maintenance department being understaffed and not having the available staff and time to complete the task, the second major factor is the complexity of the task, the old generator has to be removed and major wiring renovations need to be completed, in order to accommodate the new generator and transfer switch. The time line for completion of this project is still unknown. The hatchery is working with the Facilities department to figure out an installation time line or alternatives to having the facilities department do the installation. Installation completion goal of 2014

Additional Budget Needed:

Rational for Additional Budget:

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how Objective Relates to the Results of a SLO Assessment:

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

produce and sell 10,000 pounds of rainbow trout

Action Plan (include who is responsible):

Produce 10,000 pounds of marketable rainbow trout. hatchery staff and students enrolled in ENVR 250,264,266 are responsible for the care of these fish.. Zachary Parks is responsible for securing the fish, feed and other needed supplies. The hatchery requests \$10,720 to purchase feed for the fish which will be repaid to the general fund after the fish are sold.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

The objective relates to SLO's, students will demonstrate all of the college wide SLO's and individual course and departmental SLO's by completing the introduction to aquaculture, advanced aquaculture and introduction to fish courses. These courses utilize the hatchery and the fish that are produced here to gain the hands on experience and skill reinforcement that is needed to succeed in the aquaculture industry. The students will meet all of these SLO's while attending and participating in these three courses.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21700-4310-0...	\$10,720.00	This expenditure will lead to student success and retention b...

Objective:

Create a hatchery management plan and operations manual

Action Plan (include who is responsible):

Zachary Parks and student employees will be responsible for the creation of a hatchery management plan for the next 5 years and to produce a hatchery operations manual for anyone who is working at the hatchery to operate it in the even that the hatchery director is absent.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

I am not sure at this time how this plan and manual will link to other plans or college wide SLOs.

Objective:

Find additional funding for the hatchery's operations

Action Plan (include who is responsible):

Zachary Parks will continue to search for grants, private donations and partnerships that will allow continued hatchery operations, improvement and projects.

Link to College Plans:**Link to College-wide SLOs:**

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Currently the hatchery is not meeting the production goals that have been set forth after the construction of the new recycle system was completed. There are many factors that are contributing to this, some are directly controlled by the hatchery and others are out side of the hatcheries control.

This year has been a struggle, after the fish loss in August 2012 the hatchery did not begin to recover until April of 2013 when the CDFW helped us by giving us some brood stock (breeding fish) and some fry. The fry did not survive a pump failure in early August 2013. The brood stock have not conditioned well this year due to low water flows and warm temperatures, also the particular strain of fish spawns in January and February not November or December as our previous fish have. Also in April of 2013 we received a check from the insurance claim made for the fish loss. We have replaced all the equipment that was damaged, and replaced most of the fish lost to the best of our abilities. Most of the fish that we purchased were sold over the course of the summer to pay outstanding bills for food, supplies, and other needs that arose. This leaves us with a few fish at the hatchery until spring or the time that we purchase some fingerlings or eggs from an outside source. Right now we have the opportunity to purchase fish from Chester high school in the 20 fish per pound size class for a reasonable price. This purchase would provide the hatchery with fish to use for classes such as envr 250,264, and 266, and also biology, and animal behavior, as well as many of the local k-12 classes who visit the hatchery for tours. The fish will be sold after they reach market size, which will then provide funding for food, equipment, and more fish.

Explain significant issues and/or changes that have occurred since the last CPR.

nothing significant has occurred.

Briefly explain significant changes expected during the upcoming year.

The hatchery plans to increase fish production over the past couple of years that will potentially bring in funding from fish sales. Over the past 5 years the hatchery has only produced on average 2500 pounds (\$10,000) of saleable fish, with and increase to 10,000 pounds a potential of \$40,000 could be raised to fund the hatchery operations and improvements. The funding would be utilized to repair and replace damaged equipment, make facility repairs, purchase feed, pay for student employment, and purchase needed safety equipment etc... If production can not increase the hatchery will continue to struggle to produce fish and meet the needs of the introduction to aquaculture and advanced aquaculture course needs.

The creation of a hatchery management plan will provide the FRC campus at large a greater understanding of hatchery operations and production goals, reasons for budget requests and management decisions. In addition the creation of a hatchery operations manual will provide direction to student employees and subsequent hatchery directors if the current hatchery director is absent.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Athletic Training

First Name:

Juan

Last Name:

Nunez

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Purchase concussion management system.

Progress:

The athletic department purchased 2 iPads and a concussion management system for the athletic training program and it is currently being used.

Objective:

Purchase portable ultra-sound equipment to help determine extent of injuries

Progress:

This equipment was never purchased.

Objective:

To maintain an adequate amount of supplies for the athletic training needs of the department for approximately 350 FRC student-athletes and visiting intercollegiate teams as well (approximately 60-70 teams)

Progress:

The athletic training program continues to solicit quotes to maximize funds allocated for this objective.

Objective:

Continue to maintain Board of Certification (BoC) status as an athletic trainer, as required by the CCCAA

Progress:

Last year, I attended the NATA conference, and acquired most of my CEU's, and kept current on my certification.

Objective:

Continue to use the training room facilities and its supplies to enhance students' experience and learning outcomes with observation and lab practicums as they apply to athletic training within the HES degree.

Progress:

The athletic training program continues to meet this objective, and currently, the fall semester has seen the most students enrolled in HES classes as they relate to Athletic Training.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Hire a permanent, fulltime 100%, assistant athletic trainer if not hired by the end of the 2012-2013 fiscal year.

Action Plan (include who is responsible):

After a successful recruitment and hiring process, a candidate was hire for this position. However, the position is only at 75%, not a fulltime employee. With over 350 student athletes, and the physical therapy and rehab that goes with it. It is imperative that we have two 100% trainers.

Objective:

Build custom whirl pool tables for student athletes to use for injury prevention and rehabilitation under the supervision of the athletic training staff.

Action Plan (include who is responsible):

Due to a shortage in personnel in the facilities department, there has been no plan put in place to build these tables. Hopefully, they will be built in the spring when campus activity slows.

Objective:

Build two custom 'water-boys' for use for outdoor sports programs.

Action Plan (include who is responsible):

At this point, there has been no movement by the Facilities Dept to complete this objective. However, it is my hope that in the spring semester the facilities department will be able to do this. If not, I will have to ask for funds from the college as these water boys are necessary to well being of students who participate and practice outdoors.

Objective:

To maintain an adequate amount of supplies for the athletic training needs of the department for approximately 350 FRC student-athletes and visiting intercollegiate teams as well (approximately 60-70 teams)

Action Plan (include who is responsible):

--

Objective:

Continue to maintain Board of Certification (BoC) status as an athletic trainer, as required by the CCCAA

Action Plan (include who is responsible):

The 2013 year is when my certification expires. I anticipate renewing my certification in the fall of 2013

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue to advocate that the assistant athletic trainer be moved to a fulltime position.

Action Plan (include who is responsible):

Work within the shared governance process through president's staff, Human Resources, the Athletic Director, and CSEA to achieve this.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Objective:

Build custom whirl pool tables for student athletes to use for injury prevention and rehabilitation under the supervision of the athletic training staff.

Action Plan (include who is responsible):

Continue to work with the facilities department and the AD to have these table constructed.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

By having these tables built it will allow instructors to control the classroom environment and specifically be able to focus on class topics, and it will isolate specific coursework from interfering with other topics being covered at the same time..i.e., taping injuries will be separate from rehabilitation activities.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100703506415083...	8000	Safety/Risk, Student Attraction, Student Success and Retentio...

Objective:

Research the feasibility of hiring a stipend Graduate Assistant to enhance the athletic training services for students.

Action Plan (include who is responsible):

Work with the Athletic Director and Human Resources to determine whether a GA can be hired, develop a job description, then begin the recruitment process for a GA.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100703501240083...	10000	

Augmentation budget impact, Safety/Risk, Support for Emplo...

Objective:

Purchase an athletic training vehicle that would assist in the transportation of equipment, supplies, and injured student athletes.

Action Plan (include who is responsible):

Research vehicles that would best fit the needs of the athletic training program and purchase one.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
	4000	Safety/Risk, Support for Employees to be Effective

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Last fiscal year, a part-time permanent assistant athletic trainer was hired. With the increase in student athletes, it would be a tremendous benefit to make this position fulltime.

We purchased a washer and dryer and are STILL waiting for it to be installed. We have had to resort to taking the Athletic Training linens to area laundry mats outside of work hours so that there would be enough towels and heating pad covers for the students to use.

Explain significant issues and/or changes that have occurred since the last CPR.

The assistant athletic trainer position was filled.

There is a greater interest and enrollment in classes relating to Athletic Training as part of the Kinesiology transfer degree that Feather River College now offers.

Briefly explain significant changes expected during the upcoming year.

We are anticipating the addition of another intercollegiate, hopefully track and field for men, which would bring about 20-30 new student-athletes. Additionally, the trend in this sport is that having BOTH men and women's track and field will increase women participants, so there could potentially be an increase on the current women's roster as well. A Graduate Assistant position would be beneficial to the athletic training room operations, and we are working on that with the appropriate departments.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Athletics Local Revenue

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Continue to use Athletics Local Revenue to help enhance overall Athletic Department needs as they relate to intercollegiate, intramural and/or club sports.

Progress:

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Continue to support the athletic department with it

Action Plan (include who is responsible):

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To offset needs with in the Department that are not currently covered by General fund.

Action Plan (include who is responsible):

As needed for the student athletes. Merle Trueblood

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Explain significant issues and/or changes that have occurred since the last CPR.

Briefly explain significant changes expected during the upcoming year.

Attach Supporting Documents as Appropriate

Attachment

Attachment Description



File Attachment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Athletics

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Implement flow chart with defined instructional and non-instructional rolls for staff and administration.

Progress:

Completed this task with Human resources.

Objective:

Implement recommendations from the Golden Valley Conference Review.

Progress:

Added Athletic academic advisor position which was the main recommendation from committee.

Objective:

Continue to meet the incomplete Objectives listed in 2011-2012.

Progress:

Need to complete booster club bylaws with the foundation.

Objective:

Continue to support the intercollegiate programs in their missions to meet their own objectives.

Progress:

Supported all sport equally. Need additional support staff within the areas of PR.

Objective:

Continue to support the athletic training program in their mission to meet their own objectives.

Progress:

Worked through Lotto and Perkins funding to help the athletic training area work optimally.

Objective:

Continue to support the Vo-Tech/PE program in its mission to meet their own objectives.

Progress:

Purchased items that all members of the HES department could benefit from.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Work collaboratively with the FR foundation to implement a Boosters club.

Action Plan (include who is responsible):

Need to finite the Boosters club fundraising objectives and vote in board members.

Objective:

Implement a HES division with a department chair and AD oversight.

Action Plan (include who is responsible):

It is vital that the HES / Athletic Department division chair is reinstated. There are currently over 30 faculty in the department and has a new Kinesiology degree that needs oversight.

Objective:

Contract WEB site services out to Side Arm. It is a web based company that delivers a dynamic product.

Action Plan (include who is responsible):

Completed the implementation.

Objective:

Complete Softball seating project

Action Plan (include who is responsible):

In our Title IX self review that was performed by Valerie Bonnet. the Softball seating is the number one goal with in the athletic department title IX projects. The seats have been purchased and delivered and a plan with money needs to be completed and implemented.

Objective:

Continue to advocate for additional vehicles for transportation within the school.

Action Plan (include who is responsible):

A plan from motor pool is in place to replace worn out vans, but needs to come to fruition.

Objective:

Add men's cross country / track.

Action Plan (include who is responsible):

By adding men's CC/ track it will lessen the cost of the overall program.

Objective:

Find ways to overcome the athletic barriers set by the Instruction office.

Action Plan (include who is responsible):

Not sure how to best complete this task.

Objective:

Continue partnership with Lake Almanor Fitness center. Currently LAFC produces approximately 50 FTE through the HES department.

Action Plan (include who is responsible):

Extend current agreement for 5 plus years to ensure stability within the partnership.

Objective:

Continue training on the New Website

Action Plan (include who is responsible):

Continue training coaches on the web site and its many uses.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Add Men's and women's cross country / track.

Action Plan (include who is responsible):

Continue to advocate for Men's cross country / track. There is a clear cut need for this sport. The women's team has established it self as an average program. with addition of the men's team, both of the programs will sore.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
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- ☐ Student Services Plan

Link to College-wide SLOs:

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- ☐ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Currently the HES athletic department has been operating at a bear minimum financially. More resources and funding is needed to serve the students with in the department.

Explain significant issues and/or changes that have occurred since the last CPR.




Chancellors office repeatability changes, lack of curriculum support, elimination of the HES Division chair, tightening of the equivalency process, and continued scrutiny of anything athletically related has severely hindered the overall success and effectiveness of the HES / Athletic Department.

Recruiting - loss of good neighbor agreement and the newly implemented residency requirements have affected the athletic departments ability to recruit effectively.

Briefly explain significant changes expected during the upcoming year.

Student success program implementation, CCCAA bylaw 2 changes, and the change to move from prong 2 to prong 3 will severely alter the direction of the athletic department.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
 <p>Strategic plan for replacement of good neighbor loss draft w Val.docx Microsoft Word Document 33.3 KB</p>	
 <p>Athletic Department and HES Flow Chart Proposal 5-26-11 copy.pub Microsoft Publisher Document 118 KB</p>	
 <p>Athletics Board presentation 10-17-2013.pptx Microsoft PowerPoint Presentation 3.07 MB</p>	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Baseball

First Name:

Terry

Last Name:

Baumgartner

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To stabilize assistant coach salaries and create continuity in the program.

Progress:

The baseball program didn't achieve this objective for the first time in four years. During the Spring 2013 season the baseball program added one new member to the coaching staff due to the loss of one assistant coach from 2012.

Objective:

Creation of marketing materials and website updates to market baseball program.

Progress:

Jason Gay created a tri-fold for the baseball program and college with marketing materials. Terry Baumgartner has been updating the baseball website to make everything current and updating the Facebook web page for FRC Baseball.

Objective:

To achieve minimum contract numbers.

Progress:

The baseball program currently has 47 players on its fall 2013 roster, which surpasses the minimum number. The number of California residents on the baseball team this fall is 22.

Objective:

To update and remodel the outdoor hitting facility.

Progress:

Terry Baumgartner (baseball coach) and Meredith Aragon (softball coach) have been working with local community members to develop plans for a new baseball/softball hitting facility. Progress has been slow due to

lack of funds.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

To stabilize assistant coach salaries and create continuity in the program.

Action Plan (include who is responsible):

This year is the first time in the history of the baseball program (since 1998) that four coaches are not involved in practice sessions and games. In order for the baseball program to get back to the number of coaches that is appropriate additional compensation needs to be approved by the college. The baseball program needs to spend money on attending the ABCA convention so the assistant coaches can continue to improve their coaching skills.

Objective:

Creation of marketing materials and website updates to market baseball program.

Action Plan (include who is responsible):

Jason Gay has created a tri-fold about the baseball program and college with marketing materials in conjunction with the Printing Center. Terry Baumgartner has been updating the website to make everything current and will continue to update the FRC Baseball Facebook page.

Objective:

To achieve minimum contract numbers.

Action Plan (include who is responsible):

The baseball coaching staff (Jason Gay, Kyle Wise, Terry Baumgartner) is actively recruiting students for Fall 2014. Recruiting trips to Reno, Las Vegas, Chico, Redding, Oregon, Arizona, Hawaii and Washington will be needed to secure the minimum number.

Objective:

To update and remodel the outdoor hitting facility.

Action Plan (include who is responsible):

Terry Baumgartner (baseball coach) and Meredith Aragon (softball coach) are working with local community members to build a new baseball/softball hitting facility. Once this facility is built the impact on the gymnasium floor will be greatly reduced and instruction hours will become more manageable.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To increase assistant coaching stipends which would allow the program to attract and/or retain qualified coaches.

Action Plan (include who is responsible):

In order to meet this objective the baseball program needs increased funding from the College. The assistant coaches also need continuity in their course load each semester.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

By hiring qualified coaches who have expertise in the field of baseball, the coaches will help students understand and attain all of the College-wide SLO's.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100730101240083...	11000	Safety/Risk, Student Attraction, Student Success and Retentio...

Objective:

To update and remodel the outdoor hitting facility.

Action Plan (include who is responsible):

Terry Baumgartner (baseball coach) and Meredith Aragon (softball coach) are working with local community members to build a new baseball/softball hitting facility. Once this facility is built the impact on the gymnasium floor will be greatly reduced and instruction hours will become more manageable.

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Describe how objective relates to results from SLO Assessments:

An outdoor hitting facility will allow instructors & coaches to demonstrate skills discussed in theory classes in an appropriate and safe classroom setting, rather than inside a gymnasium, which can compromise the full value of theory discussions.

Objective:

To achieve minimum faculty contract numbers.

Action Plan (include who is responsible):

The baseball coaching staff (Jason Gay, Kyle Wise, Terry Baumgartner) is actively recruiting students for Fall 2014. Future recruiting trips to Reno, Las Vegas, Chico, Redding, Oregon, Arizona, Hawaii and Washington and other states will be needed to reach the minimum number. Employee travel needs to be increased.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

We need to continue to recruit quality students in order for there to BE any students in the classes to meet SLO's to begin with.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100730105100083...	2500	Student Attraction, student success and retention, support fo...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The FRC Baseball program as a whole is in decent shape with the current structure. However, changes need to be made in our assistant coach pay structure and our batting cages. This year is the first time in the program's history (since 1998) that four coaches are not involved in practice sessions and games. Due to this situation a lot of extra work, time away from family, and stress has been placed on the head coach and assistant coaches. The players in the baseball program are also feeling the effects of this coaching situation, as they aren't receiving the attention they deserve. The outdoor hitting

facility is in need of a major upgrade. No improvements have been made to the structure since Fall 1997, so new batting nets and additional cages are definitely needed. The baseball and softball teams have been combining on a golf tournament the last three years to raise money for this project. This facility improvement will help both programs with student retention and program success.

Explain significant issues and/or changes that have occurred since the last CPR.

From the athletic department there are concerns about the future of the college in regards to attracting quality student-athletes and retention. With the loss of Good Neighbor students from Nevada, residency requirements becoming stricter, and the increase in tuition dollars for in-state and out-of-state students, the question that needs to be answered is: Where does FRC expect to attract student-athletes from and how do we retain them once we get them on campus?

The top two objectives every year for the Baseball program deal with this issue head on, so we need to stabilize assistant coach salaries and improve/update our hitting facility. If these two things can happen then FRC baseball will be able to attract quality student-athletes and retain them for two years.

Briefly explain significant changes expected during the upcoming year.

The baseball program is going through significant changes on the coaching staff, as we are down one coach from the previous 15 years of the program. This change has increased the work load on the head coach and assistant coaches for this year.

Goals for 2013-2014

- Regain continuity in coaching staff.
- Start the first phase of hitting facility project by pouring concrete in May, 2014.
- Recruit and retain quality student-athletes from all across the country.
- Compete for GVC baseball championship.
- Continue to have a positive impact on the FRC campus and local communities.

Attach Supporting Documents as Appropriate

Attachment		Attachment Description	
 File Attachment			

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Men's Basketball

First Name:

Randy

Last Name:

Rick

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To obtain a team-room to ensure a comprehensive environment that is safe, ensures focus, induces learning and will get our athletes on and off the court in an organized timely manner which will give the instructor on the court, the respect and quiet environment they deserve. _

Progress:

An existing classroom previously identified has been turned in to a locker room for the Men's Basketball program and is currently in use while ongoing upgrades are being done as general fund and fundraising funds become available.

Objective:

To achieve minimum contract numbers for Fall 2013 in conjunction with current COA rules and regulations, the Good Neighbor policy within current budgetary recruiting funds.
I will be proactive in creating a new fundraising categorical line item, which can utilize in recruiting and supplies.

Progress:

Last year, the men's basketball program had an enrollment of 20 student athletes.

Objective:

To increase our team's overall GPA

Progress:

The men's basketball team GPA was one of the highest ever, a cumulative team GPA of 2.8.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

--

To achieve minimum contract numbers for Fall 2013
In concert with current COA rules and regulations,
the Enrollment Management committee
and recruiting funds, I will be proactive in creating a new fundraising categorical line item which will
enhance the recruiting process.

Action Plan (include who is responsible):

Currently there are 24 student athletes enrolled in the men's basketball program, and this objective has been met.

Objective:

To increase our team's overall GPA

Action Plan (include who is responsible):

Currently, the team is on track to maintain a 3.0 GPA or better. By utilizing the Student Services here at FRC

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Increase assistant coach salary, and stabilize academic load when applicable.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100740101240083...	5500.00	

Student Attraction, Student Success and Retention, Relation t...

Objective:

Maintain recruiting efforts so I can continue to reach contract numbers

Action Plan (include who is responsible):

Continue to recruit 'best fit' student athletes who can meet the demands of the FRC men's basketball program.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Student athletes will have clear goals and plans that will allow them to meet SLO's.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

BLAH BLAH BLAH

Explain significant issues and/or changes that have occurred since the last CPR.

Briefly explain significant changes expected during the upcoming year.

Attach Supporting Documents as Appropriate

Attachment

Attachment Description



File Attachment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Women's Basketball

First Name:

Haley

Last Name:

White

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To install glass backboards on the side courts.

Progress:

Not complete.

Objective:

Continue to transfer student athletes on to the next level and maintain a team GPA of 3.0 or better.

Progress:

Team GPA was a 3.2 last season. Two girls from this years team will receive All State Academic honors from GPA's based on last year. Out of the four sophomores on last year's team, two had scholarship offers to play ball, yet chose to just go to school.

Objective:

Progress:

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

To install glass backboards on the side courts.

Action Plan (include who is responsible):

Due to the postponement of the November bond the gym will not be renovated for three years at least, thus this postpones the plans for instillation of glass side backboards. This will continue to be a major objective.

Objective:

Continue to transfer student athletes onto the next level and maintain a team GPA of 3.0 or better.

Action Plan (include who is responsible):

Continue to make academics a priority through College 320 course. We have expanded our resources with Front Rush (recruiting tool) and NCSA (recruiting tool) along with our website to attract and promote the women's basketball programs.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To increase assistant coaching stipends which would allow the program to attract and/or retain qualified coaches.

Action Plan (include who is responsible):

In order to meet this objective the baseball program needs increased funding from the College. The assistant coaches also need continuity in their course load each semester.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

By hiring qualified coaches who have expertise in the field of women's basketball, the coaches will help students understand and attain all of the College-wide SLO's.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100750101240083...	5500.00	Safety/Risk, Student Attraction, Student Success and Retention,

Objective:

Secure HUDL online contract to use as an instructional tool in the classroom, and also to help with retention of students and matriculation of transferring students.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Through the use of HUDL, students will be able to access their progress through HES courses, empower students to create their own 'resume' of ability that will help promote their skills to 4 yr schools, and it will allow instructors to break down the biomechanics of skills in class and help their students to better understand individual and team goals.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100750105055083...	200	Safety/Risk, Student Attraction, Student Success and Retentio...

Objective:

Purchase and install new shot clock and scoreboard

Action Plan (include who is responsible):

Per CCCAA rules and regulations, each school is required to have a shot clock that tracks and displays game time down to a 'tenth' of a second. Currently, every competition that is played at home can result in a technical foul at the beginning of every game issued to each coach. The department needs to collaborate with the facilities department to purchase and install a new scoreboard and shot clock.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
110070100612083500	20000	Augmentation budget impact, student retention, support for ...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Explain significant issues and/or changes that have occurred since the last CPR.

Briefly explain significant changes expected during the upcoming year.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/28/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Men's Cross Country-Track

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

New program

Progress:

None yet

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

New program

Action Plan (include who is responsible):

None Yet

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To add men cross country / track.

Action Plan (include who is responsible):

To fund a new program to increase on campus FTE's.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100795101240083...	15000	

Objective:

Purchase instructional supplies to support a new mens cross country and track team.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
110079510431083550	1500	

Objective:

Purchase non instructional supplies for the new men's cross country and track team

Action Plan (include who is responsible):

Link to College Plans:

☐ Accreditation Planning Agenda Item

☐ Comprehensive Program Review

☒ Education Master Plan

☐ Facilities Plan

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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100795104325083...	1500	

Objective:

Recruit for new student athletes for the men's cross country and track team.

Action Plan (include who is responsible):

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100795105100083...	1500	

Objective:

Use funds to participate in cross country & track and field events for men

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☒ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

- ☐ Students will communicate effectively
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100795105905083...	1000	

Objective:

Provide transportation and lodging for mens cross country and track and field team.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100795105101083...	7632	

Objective:

Provide meals for mens cross country and track and field team.

Action Plan (include who is responsible):

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100795105920083...	4160	

Objective:

Allow for membership for coaches

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100795105020083...	200	

Objective:

Action Plan (include who is responsible):

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

There is a lot of interest for this program. It is the highest sought after program in our interest cards collected by our recruiting office. Since there are 5 colleges in our conference who offer Cross country / track this makes sense to offer it.

Explain significant issues and/or changes that have occurred since the last CPR.

Low FTE's numbers have created a need for increased students. Since we have women's cross country and track, it is the cheapest sport to add to pick up Liberal Arts and HES FTE's

Briefly explain significant changes expected during the upcoming year.

Need to recruit 20-25 men's athletes.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description



Strategic plan for replacement
of good neighbor loss draft w
Val.docx
Microsoft Word Document
33.3 KB

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Women's Cross Country-Track

First Name:

Veronica

Last Name:

Graves

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Expansion of program to 25 female student athletes in Cross Country/Track & Field Sports

Progress:

With the hiring of a new coach, late in the season, numbers have not been obtained. Work is in progress.

Objective:

Expansion of coaching and equipment needs to accommodate male cross country/track & Field teams added to current program

Progress:

To make the program run optimally, Men's cross country / track & field teams needs to be started for the 2014 season.

Objective:

Combine travel for men's and women's cross country and track & field.

Progress:

None so far.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Re budget and hire assistant coach to help with new student athletes and drive as needed.

Action Plan (include who is responsible):

By adding men's Cross country / track & field an additional assistant coach will need to be hired.

Objective:

Continue to purchase Track and Field equipment. In order to host meets.

Action Plan (include who is responsible):

Additional items will need to be purchased if team is expanded.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

None written yet.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Currently been reviewed and approved by HES department, Athletic department, SEM.

Explain significant issues and/or changes that have occurred since the last CPR.

Need for FTE

Briefly explain significant changes expected during the upcoming year.

Lack of FTE has resulted in a need for more students.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
<div data-bbox="172 588 237 653"></div> <div data-bbox="177 651 454 781">Strategic plan for replacement of good neighbor loss draft w Val.docx Microsoft Word Document 33.3 KB</div>	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/8/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Football

First Name:

J.D.

Last Name:

Johnson

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Instructional Assistant for Football.

Progress:

An instructional assistant was not hired for the football program, however, an Athletic-Academic Adviser was hired who primarily works with our student athletes.

Objective:

Work with the Facilities Committee to identify a locker room.

Progress:

A semi-permanent locker room in the upstairs of the multi purpose building was renovated to fit the needs of the football team.

Objective:

Purchase 30 new helmets and begin to rotate antiquated equipment with new equipment.

Progress:

30 helmets were purchased and older helmets were removed from inventory.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Purchase 'end zone' camera.

Action Plan (include who is responsible):

Due to the expense of the 'end zone' camera, the football program did not receive funding for this expense.

Objective:

Work with instruction to identify & establish recruiting areas (regions) for Academic & Athletic programs.

Action Plan (include who is responsible):

We needed an increase in employee travel funding to accomplish this objective, however, we did not receive it in the final budget.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To increase assistant coaching stipends which would allow the program to attract and/or retain qualified coaches.

Action Plan (include who is responsible):

In order to meet this objective, the football program needs increased funding from the College. The assistant coaches also need continuity in their course load each semester.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

By hiring qualified coaches who have expertise in the field of football, the coaches will help students understand and attain all of the College-wide SLO's.

- 1) Develop a high degree of both offensive and defensive techniques and strategies through individual and team practice.
- 2) Demonstrate techniques in a competitive intercollegiate environment.
- 3) Display team cooperation, sportsmanship, and adhere to the rules of conference play.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100710101240083...	22000	Safety/Risk, Student Attraction, Student Success and Retentio...

Objective:

Purchase an 'end-zone' camera.

Action Plan (include who is responsible):

Currently, FRC is one of 3 schools out of the entire Northern Ca. Football Assoc., that does not have an end-zone camera. This places FRC at a distinct disadvantage against other schools. Since the footage captured from this angle is now the accepted 'norm' at 4 year universities and colleges, not having this camera hinders the matriculation of student-athletes in this program. Additionally, this camera would be used in several HES courses to help students increase skills and acquire a better understanding of their coursework.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

This camera will enhance the communication between instructors and student-athletes, allow for a clear common ground of achievable goals within their HES classes, will significantly increase the ability for students to matriculate to schools who recruit students from this program, allowing a student to truly value their education and experience at Feather River.

- 1) Develop a high degree of both offensive and defensive techniques and strategies through individual and team practice.
- 2) Demonstrate techniques in a competitive intercollegiate environment.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100710106410083...	9500	Student Attraction, Student Success and Retention, Relation t...

Objective:

Increase Employee Travel

Action Plan (include who is responsible):

With the loss of the Good Neighbor tuition rate, it has become difficult to recruit out of state students who can afford to attend a community college. For this reason, it has become necessary to recruit more areas to find 'good fit' student athletes who can reasonably afford to attend Feather River and maintain program expectations.

Link to College Plans:**Link to College-wide SLOs:**

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

To help offset the impending loss of FTE, out-of-state student tuition will be necessary to meet budget demands.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100710105100083...	1500	Augmentation Budget Impact, Student Attraction, Student Su...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

We are currently experiencing an overall strengthening of our academic performance from our student-athletes. We are actively involved in the community and are continuing to make a positive impact. We were able to regain a stipend position that has contributed to the retention of quality assistant coaches. The degree of coaching within the football program is still building, however for the first time we are working towards establishing consistency and continuity with the staff, the players and Feather River College. We also experienced this past year continued success and matriculation of the students in our program to four year institutions.

Explain significant issues and/or changes that have occurred since the last CPR.

Roster management is a consistent factor and needs to be reconsidered. It has put a strain on our abilities to recruit the desired amount of quality student-athletes and it has been negative effects on the perception of the program. We will continue to maintain our recruiting objectives set forth by the administration, but would like to increase our roster numbers.

Briefly explain significant changes expected during the upcoming year.

My goal is for the football program to continue to strive for perfection on and off the field. Nothing or no one is ever perfect but we can hold ourselves to a high level and continue to chase perfection. Increasing stipends and adding an end-zone camera would vastly improve our program.

With budget constraints still looming it is important to continue with the building of the football program and keeping the consistency of the football staff. An increase to Employee Travel would allow us to expand our Institutional Recruiting. Increasing the ability to recruit quality student-athletes will solidify the foundation that we are currently building for a sustainable football program and FRC.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
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File Attachment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Feather River Fitness Center

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Continue to work with CRAC Committee, "Community Relations Advisory Committee" to ensure community revenue base.

Progress:

We hold quarterly meetings to keep community base up to speed.

Objective:

Work with Facilities director to install GEO Thermal loops and energy efficient fixtures.

Progress:

Waiting for funding

Objective:

Integrate new HES class offerings at FRFC

Progress:

Continually writing curriculum to better serve the HES department. Currently offering 12 classes per semester with community based students.

Objective:

Research grant opportunities for Fitness Center functions.

Progress:

Working with grant writers and hospital committee, to find funding sources.

Objective:

Integrate athletic weight training classes at the fitness center. This will give us the space and equipment needed and use the facility to its maximum potential.

Progress:

Currently offering 12 weights classes at facility.

Objective:

Progress:

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

GEO Thermal and solar power

Action Plan (include who is responsible):

Need funding

Objective:

Cover Pool

Action Plan (include who is responsible):

Need funding.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To fund the facility so that the facility is operational.

Action Plan (include who is responsible):

Find funding to repair the pool filters and heaters. Repair leaky roof, doors, and Jacuzzi.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Lack of funding has hindered the facilities ability to attract new members. We are in need of some upgrades to make sure that the facilities do not deteriorate.

Explain significant issues and/or changes that have occurred since the last CPR.

Loss of the site improvement money over the last 2 years has severely hindered the facilities. .

Briefly explain significant changes expected during the upcoming year.

Need to count the FTE's and treat the facility like a contract or pull it under the colleges umbrella and repair the facilities before they deteriorate further.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Lake Almanor Fitness

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Continue to offer HES classes through contract Ed with Lake Almanor Fitness center. Contract based upon \$1,500 Per FTE's. Approximately 50-60 will be generated.

Progress:

Money was pulled form the instruction office budget to pay for existing contract. A new 5 year contract needs to be agreed upon to ensure long term stability.

Objective:

Continue to adhere to the Chancellors office established guidelines; by addressing the repeatability concerns.

Progress:

Objective:

Offer more core academic classes in the newly remodeled class room at LAFC

Progress:

None, LAFC has offered the class room facility, but no movement as of yet.

Objective:

Identify Community ED needs that can be offered on and off-site to increase positive awareness of healthy living concepts.

Progress:

New curriculum is being written to increase FTE's

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Continue to collaborate with Lake Almanor basin area and LAFC to increase health opportunities.

Action Plan (include who is responsible):

Need 5 year agreement to ensure long term stability.

Objective:

Increase instructional offerings at Lake Almanor Fitness Center Facility

Action Plan (include who is responsible):

LAFC is available for instructional classes.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Increase the amount of budget to be able to cover service agreement.

Action Plan (include who is responsible):

Approval by budget committee.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

Objective:

Sign new 5 year service agreement to ensure long term stability.

Action Plan (include who is responsible):

Need to complete ASAP, in order to continue the partnership.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Need long term service agreement

Explain significant issues and/or changes that have occurred since the last CPR.

Chancellors office changes requires additional classes to be offered.

Briefly explain significant changes expected during the upcoming year.

Increase budget to pay for signed service agreement.

Attach Supporting Documents as Appropriate

Attachment

Attachment Description



File Attachment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Men's Soccer

First Name:

Don

Last Name:

Williams

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Progress:

Since we did not get any additional budgetary help we were unable to accomplish this goal. The fundraising money that we had was used to help with the purchase of new uniforms as the old ones were 5 years old and were falling apart.

Objective:

Building of a soccer club house and locker room facilities.

Progress:

Due to other obligations for fundraised money, and since the general fund did not allocate money toward a new club house, this goal remains unmet.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the

drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Action Plan (include who is responsible):

Although fundraising efforts have included the selling of scarves, t-shirts, tournament events, etc., we need general funding from Athletics to help accomplish our goal of creating a 'first-rate' collegiate facility.

Additional Budget Needed:

\$5,000

Rational for Additional Budget:

The funding for this project would help with Athletics being able to raise money for gate fees which would help offset general fund expenses, and would help the supplies last longer.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how Objective Relates to the Results of a SLO Assessment:

Objective:

Building of a soccer club house and locker room facilities.

Action Plan (include who is responsible):

Now that the men's basketball and football programs have had their locker rooms built, there is a genuine concern that women's soccer is being discriminated against, and this violates the current Title IX program review objectives. There is a demonstrated need for a women's locker room, and it would make sense to tie in a men's locker room as well. A 'clubhouse' like facility would double not only as a locker room, but also a study-hall location with WiFi capabilities, and a centralized location where students can gather to communicate with the coaching staff and socialize in a controlled environment.

Additional Budget Needed:

\$30,000

Rational for Additional Budget:

Title IX Requirements, student retention, support for employees to be effective

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Action Plan (include who is responsible):

Although fundraising efforts have included the selling of scarves, tshirts, tournament events, etc., we need general funding from Athletics to help accomplish our goal of creating a 'first-rate' collegiate facility.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

Objective:

Building of a soccer club house and locker room facilities.

Action Plan (include who is responsible):

Now that the men's basketball and football programs have had their locker rooms built, there is a genuine concern that women's soccer is being discriminated against, and this violates the current Title IX program review objectives. There is a demonstrated need for a women's locker room, and it would make sense to tie in a men's locker room as well. A 'clubhouse' like facility would double not only as a locker room, but also a study-hall location with WiFi capabilities, and a centralized location where students can gather to communicate with the coaching staff and socialize in a controlled environment.

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- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Objective:

Stabilize Assistant Coaching stipend and academic, when applicable, load.

Action Plan (include who is responsible):

Increase assistant coaching stipends in order to attract/retain quality coaches who will help students accomplish SLO's within the soccer program

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100760101240083...	5500	Safety/Risk, Student Attraction, Student Success and Retentio...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Men's soccer has grown to the highest numbers in program history with 33 men participating in the program. Additionally on the academic side the women's soccer program has maintained a very high team GPA with a team GPA of 2.98. From a matriculation standpoint in 2012-2013 100% of our men matriculated on to the next level. We had a small sophomore class but two young men are now playing soccer at the NAIA level and receiving scholarships in the amount of \$42,000

Explain significant issues and/or changes that have occurred since the last CPR.

Since the last CPR soccer as part of HES/athletics has seen the loss of HES as a division which means that the lack of HES as a voice within certain key committees has hurt further progress of the program, we are behind the place where we could be. Soccer also had a change from having an associate head coach to having 2 assistants which makes it more difficult to run the program.

Briefly explain significant changes expected during the upcoming year.

During this upcoming year soccer would ask for an increase in the stipend for the assistant coaches in order to attract and retain the best coaches/associate faculty possible. The women's program has a goal of maintaining it's numbers of 30-33 student-athletes. There is a need for added travel, meal, instructional, non-instructional and recruiting budgets to achieve this goal. Financially, investing additional resources in men's soccer is a solid proven return on investment for Feather River College.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Women's Soccer

First Name:

Don

Last Name:

Williams

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Progress:

Since we did not get any additional budgetary help we were unable to accomplish this goal. The fundraising money that we had was used to help with the purchase of new uniforms as the old ones were 5 years old and were falling apart.

Objective:

Building of a soccer club house and locker room facilities.

Progress:

Due to other obligations for fundraised money, and since the general fund did not allocate money toward a new club house, this goal remains unmet.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the

drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Action Plan (include who is responsible):

Although fundraising efforts have included the selling of scarves, t-shirts, tournament events, etc., we need general funding from Athletics to help accomplish our goal of creating a 'first-rate' collegiate facility.

Additional Budget Needed:

\$5,000

Rational for Additional Budget:

The funding for this project would help with Athletics being able to raise money for gate fees which would help offset general fund expenses, and would help the supplies last longer.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how Objective Relates to the Results of a SLO Assessment:

Objective:

Building of a soccer club house and locker room facilities.

Action Plan (include who is responsible):

Now that the men's basketball and football programs have had their locker rooms built, there is a genuine concern that women's soccer is being discriminated against, and this violates the current Title IX program review objectives. There is a demonstrated need for a women's locker room, and it would make sense to tie in a men's locker room as well. A 'clubhouse' like facility would double not only as a locker room, but also a study-hall location with WiFi capabilities, and a centralized location where students can gather to communicate with the coaching staff and socialize in a controlled environment.

Additional Budget Needed:

\$30,000

Rational for Additional Budget:

Title IX Requirements, student retention, support for employees to be effective

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how Objective Relates to the Results of a SLO Assessment:

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Facility:

Specifically we have a need to have netting behind the goals to collect ball that are shot over the goal. We are also in need of green slats for the fences and for gold drain pipe material like baseball and softball have.

By installing slats we can then charge admission and use this money as a fundraiser. Installing the drain pipe topping on the fence will save us hundreds of dollars in damaged soccer balls. We currently have over \$1,000 in balls that have been damaged and will no longer hold air due to fence damage.

Action Plan (include who is responsible):

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Describe how objective relates to results from SLO Assessments:

Objective:

Building of a soccer club house and locker room facilities.

Action Plan (include who is responsible):

Now that the men's basketball and football programs have had their locker rooms built, there is a genuine concern that women's soccer is being discriminated against, and this violates the current Title IX program review objectives. There is a demonstrated need for a women's locker room, and it would make sense to tie in a men's locker room as well. A 'clubhouse' like facility would double not only as a locker room, but also a study-hall location with WiFi capabilities, and a centralized location where students can gather to communicate with the coaching staff and socialize in a controlled environment.

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Describe how objective relates to results from SLO Assessments:

Objective:

Stabilize Assistant Coaching stipend and academic, when applicable, load.

Action Plan (include who is responsible):

Increase assistant coaching stipends in order to attract/retain quality coaches who will help students accomplish SLO's within the soccer program

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100770101240008...	5500	Safety/Risk, Student Attraction, Student Success and Retentio...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Women's soccer has grown to the highest numbers in program history with 21 women participating in the program. Additionally on the academic side the women's soccer program achieved the highest team GPA in program history with a team GPA of 3.15. From a matriculation standpoint in 2012-2013 100% of our women matriculated on to the next level with 4 women moving on to play NCAA DI soccer, one moving on to NCAA DII soccer and one moving on to a full ride playing NAIA soccer with a total of \$134,000 in scholarships in total.

Explain significant issues and/or changes that have occurred since the last CPR.

Since the last CPR soccer as part of HES/athletics has seen the loss of HES as a division which means that the lack of HES as a voice within certain key committees has hurt further progress of the program, we are behind the place where we could be. Soccer also had a change from having an associate head coach to having 2 assistants which makes it more difficult to run the program.

Briefly explain significant changes expected during the upcoming year.

During this upcoming year soccer would ask for an increase in the stipend for the assistant coaches in order to attract and retain the best coaches/associate faculty possible. The women's program has a goal of increasing it's number from 21 to 30 student-athletes. There is a need for added travel, meal, instructional, non-instructional and recruiting budgets to achieve this goal. Financially, investing additional resources in women's soccer is a solid proven return on investment for Feather River College.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Softball

First Name:

Meredith

Last Name:

Aragon

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Increase the amount of out of state recruits.

Progress:

Currently, there is 1 out-of-state recruit on the team. Due to the change in personnel of the softball program, there was no active recruiting of OoS players, and the 1 player that IS OoS is a sophomore who was returning.

Objective:

Actively pursue the installation of stadium lights on the softball field.

Progress:

Currently there are no stadium lights on the softball field.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Complete Seating project.

Action Plan (include who is responsible):

Seats have been purchased, but no foundation has been laid to secure the stadium seating to. Need to continue to work with the facilities department to identify funds that would allow the seating project to be completed.

Additional Budget Needed:

\$10,000

Rational for Additional Budget:

Complete seating project

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how Objective Relates to the Results of a SLO Assessment:

Objective:

Continue to recruit quality student athletes

Action Plan (include who is responsible):

Now that a permanent coach has been hired, some stability should be seen in the efforts of recruiting out-of-state student athletes. As an out of state coach myself, I plan on networking with many out-of-state contacts.

Objective:

Continue collaborating with the baseball program to build an outdoor hitting facility.

Action Plan (include who is responsible):

Currently there has been nearly \$20,000 raised from fundraising efforts between the baseball and softball programs. At this point, it is close to the next phase of actually pouring a foundation. The facility department is aware that the necessary funds have been secured.

Additional Budget Needed:

\$20,000

Rational for Additional Budget:

To help build indoor work out area.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
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Describe how Objective Relates to the Results of a SLO Assessment:

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To increase assistant coaching stipends which would allow the program to attract and/or retain qualified coaches.

Action Plan (include who is responsible):

In order to meet this objective the softball program needs increased funding from the College. The assistant coaches also need continuity in their course load each semester.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

By hiring qualified coaches who have expertise in the field of baseball, the coaches will help students understand and attain all of the College-wide SLO's.

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100780101240083...	5500.00	

Safety/Risk, Student Attraction, Student Success and Retentio...

Objective:

To update and remodel the outdoor hitting facility.

Action Plan (include who is responsible):

Terry Baumgartner (baseball coach) and Meredith Aragon (softball coach) are working with local community members to build a new baseball/softball hitting facility. Once this facility is built the impact on the gymnasium floor will be greatly reduced and instruction hours will become more manageable.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

An outdoor hitting facility will allow instructors & coaches to demonstrate skills discussed in theory classes in an appropriate and safe classroom setting, rather than inside a gymnasium, which can compromise the full value of theory discussions.

Objective:

Continue to recruit quality student athletes, both locally and from out of state.

Action Plan (include who is responsible):

The softball coaching staff is responsible for the promotion and marketing of the softball program. In order to continue to recruit out of state students, an increase in employee travel funds is necessary in order to successfully accomplish this objective.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

We need to continue to recruit quality students in order for there to BE any students in the classes to meet SLO's to begin with.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100780105100083...	2500	Student Attraction, student success and retention, support fo...

Objective:

Purchase a pitching machine to put in the new hitting facility.

Action Plan (include who is responsible):

An important equipment purchase will be a pitching machine for the new hitting facility. There is only one on campus that is extremely overused and another machine will help alleviate the usage on the current one.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

A pitching machine will allow instructors to monitor and evaluate progress within specific HES classes, and a machine offers relief for students that instructors rely on to demonstrate skills through pitching, and a new machine will help prevent injuries.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100780106410083...	1,000.00	Safety/Risk, Student Attraction, Student Success and Retentio...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Currently the program is in a rebuilding year. With the coaching changes, the old coach failed to recruit and has left the program with minimal numbers.

Explain significant issues and/or changes that have occurred since the last CPR.

Coaching changes have change the program.

Briefly explain significant changes expected during the upcoming year.

More recruiting is needed in the western states to make up for the loss of the good neighbor program and the new residency requirements.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/1/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Title IX

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Progress:

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Action Plan (include who is responsible):

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Secure engineering plans for creating a foundation for softball stands (already purchased) and begin process of updating the softball bleacher section.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100701556210083...	16000	

Objective:

Build volleyball locker room.

Action Plan (include who is responsible):

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100701556120083...	7000	

Objective:

Purchase mobile units to serve as women and men's locker room for soccer.

Action Plan (include who is responsible):

Link to College Plans:

☐ Accreditation Planning Agenda Item

☒ Comprehensive Program Review

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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

Account Code	Budget Increase	Links to CAM
1100701555999083...	22000	

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Two complete top to bottom, program reviews audits where performed by an expert in the filed, Valerie Bonnet. She indicated that we were in need of facilities and site improvements to remain in Title IX that was in 2007 and 2008. Since then, money has not been set aside to compete any of the tasks on the review. The GVC program review indicated the same concerns and by creating this budget, I am trying to catalyst the school to address some of the issues.

Explain significant issues and/or changes that have occurred since the last CPR.

We have completed several smaller items on the review and now it is imperative that we tackle some of the facilities and site improvement issues in order to remain in compliance.

Briefly explain significant changes expected during the upcoming year.

The Title IX committee is in the process of fulfilling a full internal program review where more needs may surface or arise.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

Volleyball

First Name:

Sarah

Last Name:

Ritchie

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To achieve minimum contract numbers for Fall 2013

Progress:

Successfully recruited and/or retained 15 student athletes.

Objective:

To achieve 100% matriculation for all sophomores.

Progress:

11 of 11 sophomores successfully transferred to 4 year schools.

Objective:

To update our practice facility by purchasing a new net system for the volleyball program.

Progress:

Currently, some of our fundraising dollars have been set aside to help in the purchase of this equipment.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

To achieve minimum contract numbers for Fall 2013-2014

Action Plan (include who is responsible):

There are 15 student athletes participating in the volleyball program.

Objective:

To achieve 100% matriculation for all sophomores.

Action Plan (include who is responsible):

Currently the cumulative GPA for the volleyball team is a 3.2, and sophomores are on track to transfer at the end of the 2014 spring semester.

Objective:

To update our practice facility by purchasing a new net system for the volleyball program.

Action Plan (include who is responsible):

The need exists for a new 3-net hitting system; the current net system is starting to break down as well. Working with the athletic director and the facility director to address this.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To increase assistant coaching stipends which would allow the program to attract and/or retain qualified coaches.

Action Plan (include who is responsible):

In order to meet this objective the volleyball program needs increased funding from the College. The assistant coaches also need continuity in their course load each semester.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☒ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

- ☐ Students will communicate effectively
- ☐ Students will demonstrate critical thinking skills
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- ☐ Students will develop a clear sense of self, purpose, and ability to
- ☐ Students will demonstrate skills in relationships through interper
- ☐ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100720101240083...	5500.00	Support for employees to be effective

Objective:

To purchase a 3 pole/net hitting system.

Action Plan (include who is responsible):

Coordinate with the AD and the Facility Director to purchase and install a system as the current system is becoming a safety issue.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Having this system would allow more time for skill development, the ability to utilize the whole gym for class, and it would provide coaches the opportunity to work one-on-one with players in their area. Additionally, this system would allow for tournaments to be hosted at FRC, which would reduce the impact on the student travel and student meal budget, and would allow for a greater enrollment in the Intramural Volleyball class, generating more FTE, as that class is at maximum capacity now.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100720106410083...	6000	Budget impact, student attraction, support for employees to ...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The volleyball program at Feather River College continues to be one of the top athletic programs on campus and in the state. We are currently ranked 4th in Northern California and 13th in the state of California. We have the highest GPA on campus and one of the top matriculation rates.

Explain significant issues and/or changes that have occurred since the last CPR.


FRC Volleyball Team won the conference title again in 2012 making this the third undefeated conference title for the

volleyball team. Our setter, received AVCA All-American honors and we also had two girls on the All-State Team. This is a first for FRC Volleyball. This year we are currently in 1st place in our conference. Back to Back to Back Coach of the Year Award for Coach Ritchie.

Briefly explain significant changes expected during the upcoming year.

Volleyball team is expect to continue on our normal path!

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/11/2013

Management Area:

Instruction

Program:

Health and Exercise Studies

Sub-Program:

VoTech-Physical Education

First Name:

Merle

Last Name:

Trueblood

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

To purchase supplies that will enhance current and future course offerings as they relate to Vocational Technology and Physical Education. Current supplies are extremely limited and dated and are beginning to pose a risk when being used by students.

Progress:

Items that enhance the ability to teach in the HES Department have been purchased.

Objective:

Continue to support Vocational Technology/Physical Education expansion of opportunities for students.

Progress:

A need to expand sports offerings, and to reinstate the HES division chair is needed to stabilize the department.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Work collaboratively with Fitness center to ensure that we have the best equipment available for training and rehab.

Action Plan (include who is responsible):

Purchased workout equipment at fitness center.

Objective:

Continue to support needs of the athletic trainer and coaches.

Action Plan (include who is responsible):

Purchased items to help the athletic training area.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

To create a position that promotes the Vocational Technical / Health and Exercise Studies programs

Action Plan (include who is responsible):

Work with Human Resources to determine the job requirements for this position.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100290102125083...	7000	Budget Augmentation, support for employees to be effective.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Currently the HES Department chair is doing the work of a division chair with out any pay. We need to reinstate the HES division chair and pay that person an equal amount. With over 40 faculty in the HES area it is a big job to oversee the needs of the department.



Explain significant issues and/or changes that have occurred since the last CPR.

Need to change new program needs to include Health club management, physical therapy, personal fitness, and Game management / communications certs need to be implemented.

Briefly explain significant changes expected during the upcoming year.

Due to low FTE's an increase in HES offerings should be considered.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 HES Program Promoter.doc Microsoft Word 97 - 2003 Document 39.0 KB	Employee Requisition for a program promoter
 HES Division Chair Requisition.doc Microsoft Word 97 - 2003 Document 39.0 KB	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/23/2013

Management Area:

Instruction

Program:

Instructional Resource Center

Sub-Program:

First Name:

Jeanette

Last Name:

Kokosinski

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Objective 1:

The IRC continued giving supplemental instruction to students to increase retention and success in the classroom.

Progress:

Summary of Progress:

The Instructional Resource Center provided instructional assistance through a variety of supplemental instruction resources, especially through individualized instruction via the staff and the director.

Objective:

Objective 2:

The staff continued giving supplemental instruction to basic skills students via mathematics recitations or by visiting classrooms where the English instructional assistant demonstrated for students how to select research topics and format papers.

Progress:

Summary of Progress:

The instructional assistants provided supplemental instruction to basic skills students enrolled in the pre-algebra, English, and general education courses.

Objective:

Objective 3:

The Instructional Resource Center provided tutoring to support part- and full- time students in all disciplines or programs.

Progress:

Summary of Progress:

The Instructional Resource Center requested and received 850 student employment hours for the 2013-2014 academic year to hire student tutors.

Objective:

Objective 4:

Continued to support ESL students on campus.

Progress:

Summary of Progress:

The English instructional assistant continued to assist ESL students mainly through one-on-one instruction.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Objective 1:

The IRC continues to provide supplemental instruction and tutoring to students in their respective disciplines or programs.

Action Plan (include who is responsible):

The Instructional Resource Center provides instructional assistance and peer tutoring throughout the academic year. The director, staff, and peer tutoring are the key individuals who provide supplemental instruction to students. (Kokosinski)

Objective:

Objective 2:

The IRC provides supplemental instruction to basic skills students via mathematics recitations and classroom visits.

Action Plan (include who is responsible):

The instructional assistants and the director provides supplemental instruction to basic skills students enrolled in the pre-algebra, English, and general education courses. (Kokosinski)

Objective:

Objective 3:

The director continues to schedule Basic Skills meetings.

Action Plan (include who is responsible):

The Basic Skills Coordinator (Instructional Resource Center Director) schedules Basic Skills meetings. (Kokosinski)

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Objective 1:

The IRC will continue to provide supplemental instruction and tutoring to students in their respective disciplines or programs.

Action Plan (include who is responsible):

The Instructional Resource Center provides instructional assistance and peer tutoring on an on-going basis. The director is requesting 850 student employment hours for the 2014-2015 academic year. The budget request is submitted to Dr. Karen Pierson. (Kokosinski)

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
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Describe how objective relates to results from SLO Assessments:

The IRC provides a comprehensive academic support system through the collaborative efforts of the staff, director, peer tutors, administration, and faculty. Students receiving supplemental instruction or peer tutoring develop a clearer sense of purpose and are more apt to successfully achieve their educational goals. Additionally, the students develop self-efficacy and interpersonal communication skills as well as take ownership of their education.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1200-20020-2210-6...	\$50,000	Instructional assistants provide supplemental instruction to al...
1200-20020-3000-6...	\$34,000	Same as above.
1200-20020-4310-6...	\$1000	These funds are necessary to purchase instructional supplies ...
1200-20020-4325-6...	\$1000	These funds will be used to purchase non-instructional suppli...
1200-20020-5100-6...	\$1500	This allocation is specifically for faculty and staff to travel to v...
1200-20020-5102-6...	\$1000	These funds are to used for on- or off- campus professional d...
1200-20020-6410-6...	\$1500	Central to the efforts of assisting students is having sufficient ...

Objective:

Objective 2:

The IRC will provide supplemental instruction to basic skills students via mathematics recitations and classroom visits.

Action Plan (include who is responsible):

The instructional assistants and the director will provide supplemental instruction to basic skills students enrolled in the pre-algebra, English, and general education courses. No budget required. (Kokosinski)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:**Objective:****Objective 3:**

The director will schedule Basic Skills meetings.

Action Plan (include who is responsible):

The Basic Skills Coordinator (Instructional Resource Center Director) will schedule and convene Basic Skills meetings on a regular basis. No budget required. (Kokosinski)

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

A. Staffing

The Instructional Resource Center is staffed with one full-time faculty member and an English/ESL instructional assistant as well as one part-time permanent instructional assistant/tutor coordinator. This current staffing structure positively affects the program's mission and goals, providing more instructional services to students and faculty. No staffing changes are anticipated.


Explain significant issues and/or changes that have occurred since the last CPR.

The Student Learning Outcomes Assessment Cycle (SLOAC) is performed at the program level by the collection and analysis of tutoring hours, subject areas and student performance on a semester by semester basis. The SLOAC data reveal that student retention and persistence remains relatively high for all subject-specific courses. Data and charts are provided in the appendix. Additionally, the *Acculite* software program was used to track the students' overall usage in the Instructional Resource Center; charts are provided. However, the *Acculite* software program tracking capability is only as good as the students signing-in or -out. Students still do not consistently use the *Acculite* system. Otherwise, there are no projected needs in facility changes or technology upgrades.

Briefly explain significant changes expected during the upcoming year.

No significant changes are expected during the upcoming year.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
 Appendices Information for CPR 2013-2016.docx Microsoft Word Document 73.1 KB	SLOAC Assessment

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/30/2013

Management Area:

Instruction

Program:

Incarcerated Student Program

Sub-Program:

First Name:

Joan

Last Name:

Parkin

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

1. Help FRC meet FTE capacity
2. Develop TMC in Liberal Arts with Humanities Emphasis for CSU transfer
3. Expand program offerings and increase profile of Incarcerated Student Program.
4. Improve quality of course materials and expedite delivery system.
5. Improve written communication for staffing needs.
6. Increase Instructional Assistant Position

Progress:

1. Contributed 277 FTEs (approx.)
2. Completed most of course development for TMC
3. Developed new cohorts at Corcoran, Pelican Bay, and High Desert State Prison. Began program at San Quentin State Prison.
4. Completed second round of revisions for all ISP courses.
5. Produced a ISP Program Catalog/Operations Manual
6. Instructional Assistant Position increased from 60% to 75%.

Objective:

Increase ISP Director's Stipend from \$7,000.00 to \$12,000.

Progress:

On going discussions with Derek Lerch about need for stipend amount to reflect the work that's being done and end disparity between ISP Directorship stipend and other Directorships at FRC. For example, ISP Director gets a \$7,000.00 (12 month Program, no student support from outside agency) stipend while Mini Corps Director gets \$15,000.00. (three month summer program, with full student support from outside agency)

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

1. Increase ISP Director's Stipend from \$7,000.00 to \$12,000.
2. Complete course development for TMC--sufficient resources

3. Course relief for ISP Director (2 minimum).

Here is a list of possible outcomes if I were allowed course relief. Note that each of the outcomes below are part of an overall effort to ensure student success rates through the correspondence mode of delivery. This list is by no means exhaustive, but it should give you enough to make the case for relief of at least one course if not two.

- A. Further integration of ISP into college systems, including Admissions and Records, Advisement, the Learning Resource Center, and other Student Services.
- B. Improvement in the quality of our course materials.
- C. Make available on site research materials.
- D. Better monitoring of distribution of materials, proctoring, and coordination of ISP at prison sites.
- E. Obtain alternative funding streams from State monies now being used to fund a renewed CDCR rehabilitation effort.
- F. Pursue innovative alternatives to mail correspondence, such as EGranary's closed internet system.

4. Create instructor video library as companion to paper courses--INSUFFICIENT RESOURCES

5. Locate alternative funding streams

Action Plan (include who is responsible):

1. Need to go beyond discussion phase to actual increase in ISP Directorship stipend. Need to go from discussion to action and move past on going discussions with Derek Lerch about need for stipend amount to reflect the work that's being done and lack of parity between ISP stipend at \$7,000.00 and other Directorship stipends such as Mini Corps Directorship at \$15,000.00
2. Development of final course for TMC (Humanities 112), --Parkin;); Completed ENGL 119, FRN 101, FRN 102 (Parkin), and ENGL 180 (Parkin and Joe Willis).
3. Per request, I sent Derek a list of outcomes (above) to justify course relief for Spring 2013
4. Assign a person to develop a video instructor library to accompany paper courses--Parkin
5. Created agreement for Education officials to pay for ISP course books out of each Prison's education budget. Over \$40,000 agreed on by Principals to date. Open discussions with CDCR Administrator in charge of funding and creating Reentry Hubs at High Desert, CCWF, and Valley State.

Additional Budget Needed:

\$2,000.00

Rational for Additional Budget:

Payment for a person to create instructor video library for all courses. Necessary to ensure rigorous academic standards in correspondence model. 14 hours filming per course (2 hours per module, 7 Modules total per course=14) for 22 courses at 200 hours times \$10.00 per hour equals \$2,000.00

Link to College Plans:

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Describe how Objective Relates to the Results of a SLO Assessment:

Objective 1.1.7: The College will build a stronger connection with its geographically expansive community by identifying needs and interests and working to meet them.

Mission Statement (excerpt): The District will additionally promote regional economic development, broaden international understanding, and encourage life-long learning.

Video instruction will allow ISP instructors to assess student learning through more than one learning modality. Students will be tested on ability to comprehend audio and visual lecture material.

Objective:

Action Plan (include who is responsible):

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

1. Increase ISP Director's Stipend from \$7,000.00 to \$12,000.
2. Continue integration of ISP processes into College systems (A&R, Advisement, IRC, Student Services)
3. Create a second part time classified position (Office Assistant)
4. Graduate three cohorts with CSU TMC in Liberal Arts/Humanities.
5. Scholarly Anthology on ISP Student Writings from Nature Literature in America (ENGL 180)
6. Work with top CDCR officials to tap into funding streams for college programs.
7. Networking with other community colleges, prison officials, and policy makers to push rehabilitation agenda

Action Plan (include who is responsible):

1. Need to go beyond discussion phase to actual increase in ISP Directorship stipend. Need to go from discussion to action and move past on going discussions with Derek Lerch about need for stipend amount to reflect the work that's being done and lack of parity between ISP stipend at \$7,000.00 and other Directorship stipends such as Mini Corps Directorship at \$15,000.00.
2. Review ISP steps in registration, advising, research, and student support and then meet with Campus Administrators in above areas to discuss ways to hand off work in these areas.
3. Petition Human Resources to create ISP Office Assistant position.
4. Plan program and guests in coordination with prison officials ISP Staff/Program Director
5. Gather, edit, and publish into an anthology. Joan Parkin/Elisa Adler/Joe Willis and San Quentin Writer's Guild
6. Continue discussions with CDCR Administrator in charge of funding and creating Reentry Hubs at High Desert, CCWF, and Valley State.
7. Attend conferences and round tables, call and email key officials, lobby legislatures. (Joan Parkin)

Link to College Plans:

Link to College-wide SLOs:

- ☒ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Connection to results from assessment of student learning and/or other plans:

1.1.6: The College will expand and reinstate student learning opportunities in appropriate fields and disciplines based on the Educational Master Plan.

Mission Statement (excerpt): The District will accomplish this by offering high-quality general education, transfer programs, career technical degrees and certificates, and extracurricular activities that enhance student development and success.

Objective 1.1.7: The College will build a stronger connection with its geographically expansive community by identifying needs and interests and working to meet them.

Mission Statement (excerpt): The District will additionally promote regional economic development, broaden international understanding, and encourage life-long learning.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

We teach 20 sections with three full time instructors and eleven part time instructors. The program has approximately 400 students at seven California Correctional Facilities (Pelican Bay, High Desert, CCC, Folsom, CCWF, Valley State, SATF 1, 2 in Corcoran, San Quentin). The ISP has one classified staff at 75%, a Director paid on stipend, and two student workers. Our two major projects--Course revision process round 2 and Student Educational Plan to align with CSU TMC in Liberal Arts/Humanities are complete. We continue to monitor program and see students monthly.

Explain significant issues and/or changes that have occurred since the last CPR.

STAFFING:

Classified staff resources have improved but remain inadequate. Although we received a 15% increase in the Instructional Assistant position, we could still use a part time Office Assistant position. The labor shortage particularly impacts us in the summer when the Student Workers run out of funds. Although the program runs all year long there are two student workers who do not have sufficient hours to work past April. In addition, the ISP Director is paid on a 10 month salary schedule and has volunteered two months every June and July since 2008.

ALTERNATIVE FUNDING RESOURCES

CDCR Educational Programs now have funding for college books. We are now in the process of working out details with principals at prison sites that we serve.

CURRICULUM

We have created all but one course necessary for CSU TMC in Liberal Arts with Humanities emphasis. HUM 112 (a core requirement) will be completed by 12/2013 for spring offering.

NEW COHORTS

We began a program at San Quentin State Prison with approximately 50 new students.

Briefly explain significant changes expected during the upcoming year.

CURRICULUM

Will have third and final round of course revision process completed.

Complete Instructor Video Library

The ISP is in the process of partnering with an "Internet in a box" eGranary provider at the University of Idaho and SATF Prison at Corcoran which would allow inmates access to millions of pieces of data within a closed loop system. If this pilot program works it could be duplicated at other prisons and revolutionize the ISP's mode of operations.

ISP OPERATIONS

Continue integration of ISP student services in to Campus departments (Admissions and Records, Advisement, LRC, DSPS)

STUDENT SUCCESS

First cohorts will graduate in August 2014 with TMS Liberal Arts Degree.

FUNDING

Networking with CDCR Administrators to coordinate college programs at Reentry Hubs (High Desert, CCWF, Folsom, Valley State).

Secure grant writer and grants

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
<div data-bbox="175 835 240 898"></div> <div data-bbox="178 898 412 1024">Requisition_ISP Director Stipend Increase.doc Microsoft Word 97 - 2003 Document 61.5 KB</div>	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/17/2013

Management Area:

Instruction

Program:

Language Arts

Sub-Program:

First Name:

Chris

Last Name:

Connell

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

TMC and C-ID alignment for English

Progress:

Completed.

Objective:

Implementing Grading Rubrics for the English Department

Progress:

Rubrics are complete. There are additional steps the department will take in promoting standardization. Please see CURRENT YEAR'S OBJECTIVES> "standardization" for more information.

Objective:

Regular departmental meetings

Progress:

Regular meetings have been established on a 1 per month basis.

Objective:

Continue Town Hall Debates and classroom drama presentations.

Progress:

Achieved. Money was set aside in the budgeting process for rental of the town hall theater and for photocopying expenses for debate publicity and for readers theater.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Student trip to Ashland Oregon Shakespeare Festival

Action Plan (include who is responsible):

Failed. Monies not approved for field trips or academic travel.

I will request funding again for a trip to Ashland, a academically sound activity that will augment student learning.

Responsibility: Chris Connell

Objective:

Continue departmental meetings

Action Plan (include who is responsible):

In process. Meetings have been held for the current academic year. More meetings will be held, generally one a month. In the last meeting as of this date, we decided to compare and assess research paper assignment in ENGL 010 and ENGL 101 classes in order to understand how we as a department faculty are approaching standard assignments. Responsibility: Chris Connell, Joan Parkin.

Objective:

Creation of thematic courses for ENG 101, and rewrite or create literature courses. For example, ENG 101 with themes in environment or social justice; literature courses such as "Novel and Fiction," Classical and Epic Literature, etc.

Action Plan (include who is responsible):

This is under discussion. The CIO has stated he has no objection to this; as a department we have to understand the impact this may have on scheduling and course selection. This item will be discussed at the next departmental meeting. Responsibility: Chris Connell, Joan Parkin

Objective:

Create a "first year" reading course for entering students.

Action Plan (include who is responsible):

In process. This task has reached beyond the English Department, thanks to input from Kevin Trutna, and has become a "One Book One College" type of program. In Fall semester we are preparing information and guidelines for a full launch in Spring semester. Some selected faculty will be using the book, or sections from it, in Fall. In Spring, a committee will convene to designate a new book to be used in 2014-15. Responsibility: Chris Connell, Joan parkin, Derek Lerch, Kevin Trutna

Objective:

Introduce a "writing across the curriculum" component in appropriate courses.

Action Plan (include who is responsible):

There has been discussion of this topic, which will continue. Faculty generally receptive to improvement in writing.

Objective:

Education abroad, summer language program, summer creative writing workshops

Action Plan (include who is responsible):

These items were introduced as long range goals. However, the idea of a summer Creative Writing workshop has gained some traction as a way of generating FTES. It will be a part of larger such discussions on the Strategic Enrollment Management committee.

Objective:

Standardization of English Courses.

Action Plan (include who is responsible):

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Continue Town Hall Debates, class-based theater productions

Action Plan (include who is responsible):

For several years now the Town Hall Debates have been popular and well attended by community members and students alike. The debates address serious social issues and provide an outlet for instruction and information. In addition, English classes have started doing "reader's theater," which were warmly received. One debate per year and one reader's theater per year would be a reasonable goal. The events require rental of Town Hall Theater plus supplies. Responsibility: Joan Parkin.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
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- ☐ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

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- ☒ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
5070	0	
5940	0	

Objective:

Student trip to Ashland. Oregon Shakespeare Festival.

Action Plan (include who is responsible):

FRC prides itself on its liberal arts education; however, the college offers little in the way of off-campus learning opportunities to enhance the level of humanities/literature education. Travel to the Oregon Shakespeare Festival in Ashland, Oregon--only 4 hours away-- provides a perfect opportunity for students to extend their knowledge of Shakespeare, performing arts, historical perspective, and the role of literature, humanities, and culture in daily life. Ideally, such a trip would allow student to take in 2-3 plays (including one contemporary play), attend a backstage tour, and attend a learning session with the director/actors of a production.

Such an opportunity could be run as an FTE generating course, whether it were connected with a Shakespeare class (ENGL277) or free standing. A 1 unit course could easily be constructed that would provide roughly 9-10 hours of instruction (background on plays, etc), and then 9 hours of instruction, viewing plays, and related activities in Ashland. A similar course was created and staffed by Terry Gallagher and aimed ad continuing education for K-12 teachers. However, a course like this could be tailored to FRC and the local community. A short assignment would summarize the course content.

Responsibility: Chris Connell, Joan Parkin.

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Describe how objective relates to results from SLO Assessments:

The difference between a Shakespeare play on paper and one on the stage is the difference between night and day. As stated in the 2011 SLOAC for ENGL 277, "Understanding the historical trends (SLO 2: Identify vocabulary, historical trends, and character types) is more difficult as history is situated in broad outlines for this course. SLO 1(SLO 1: Comprehend Shakespearian language, style, and ideas)is part of class discussion on a daily basis, but is only incidentally assessed in essays or tests, unless there are specific required questions/topics dealing with language." Viewing a play and having the experience of the play come alive--with nuanced language, correct rhythmic pronunciation, and acting to illustrate the words and flow of speech, would be a tremendous teaching tool.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
5100	545	
5101	1950	

Objective:

French language tapes/CDs/DVDs

Action Plan (include who is responsible):

The collection of French language learning tapes in the Library is outdated. New French language resources would be an improvement. Responsibility: Joan Parkin.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
4310	300	

Objective:

Create summer creative writing program.

Action Plan (include who is responsible):

Create a summer writers workshop at FRC. The student apartments can be used for housing. Develop curriculum specific to creative writing; for example, fiction writing, the short story, the lyric poem, writing screenplays. A workshop type of summer school could last one or two weeks. The most efficient model for the college would be to generate FTES through the workshop

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1315	6,000	

Objective:

Full-Time English Faculty

Action Plan (include who is responsible):

The English department continues to be placed under stress through ISP offerings and the TMC. A new faculty member would make the department more efficient.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

Objective:

Install Smart Boards in class rooms.

Action Plan (include who is responsible):

This would enhance teaching and the ability to provide students with notes, and manipulate information.

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Describe how objective relates to results from SLO Assessments:

Objective:

Continue departmental meetings and norming grading practices

Action Plan (include who is responsible):

Departmental meetings are useful for keep all members apprised of activities and for creating standardization with types of assignments and expectations of students. Responsibility: Chris Connell, Joan Parkin.

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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Explain significant issues and/or changes that have occurred since the last CPR.

There have been three significant changes since the last CPR.

1) Incarcerated Student Program: ISP has placed a huge burden on English as all ISP students must take ENGL 101, 102, 103, and electives when they are offered. Supplying these courses and on-campus courses has been a challenge both in terms of scheduling and hiring. The English department has managed to cover the demand so far, with the hire of an additional associate faculty member in 2013.

2) Pre-requisites: pre-requisites for ENGL 010, 101, 102, and 103 were put in place in 2011-2012 year. They have made a substantial difference in creating classes that function at the appropriate level and allow students to learn as they should at their designated level of competence.

3) Formal interview process was developed for hiring an associate faculty member. Chris Connell and Joan Parkin (English department) and Jeanette Kosinski (division chair) were the interviewers.

Briefly explain significant changes expected during the upcoming year.

1. The TMC for English will be put in place. Courses--especially elective courses--will be place on a schedule of up to a four year rotation, which should allow all courses to be taught over time.
2. The English department will be arranging its long-term schedule to both provide enough course work for the TMC and to offer courses that have not been regualrly offered.
3. Department web page will (hopefully) be completed during the 2013-14 year.

Attach Supporting Documents as Appropriate

Attachment	Attachment Description
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/1/2013

Management Area:

Instruction

Program:

Library

Sub-Program:

First Name:

Darryl

Last Name:

Swarm

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

1. To provide quality instructional support for the academic programs offered by the college, including the restoration of essential collection development activities to address basic research needs of students and faculty.

Progress:

The library strives to fulfill its mission as defined by Accreditation standard IIB: providing appropriate, comprehensive and reliable services to students regardless of service location or delivery method. An important part of that mission, to serve as the primary source of scholarly academic library resources and services for instructional support, relies on maintaining currency with book, non-print media and periodical subscriptions. The library budget for these essential resources was reduced from \$10,000 to \$7,500 (books); \$3,000 to \$2,000 (non-print media); and \$10,500 to \$8,000 (periodical subscriptions) over the past few years. In 2010, the entire budget for non-print media was frozen and spending was held back in other areas over the years, resulting in further deficiencies in collection development. In all, collection development budget losses totaling over \$20,000 have been experienced since 2008 while costs continued to rise at the usual rate of approximately 10% each year. In an effort to restore allocations for normal collection development activities and address critical gaps in the collection (child development, digital media technology, healthcare, and science), requests were made to restore these budgets to their previous levels. While the requests made it through the budget process as a priority for the college, the library experienced an additional \$500 reduction in this area.

Objective:

2. To provide essential library services and make the facility available to students, faculty and staff all year long by addressing the eminent need for additional classified hourly temporary funds to cover the Senior Library Assistant for accrued vacation time and needed sick time.

Progress:

Coverage for the Senior Library Assistant's vacation and sick time was provided primarily by the Library Director with no significant modifications to the classified hourly temporary employee budget. Additional student hours were also requested and increased approximately 2 percent. Thankfully our existing allocation was maintained, but the increase was negligible in addressing the need. Direct circulation desk coverage by the Library Director resulted in service continuity for the students, including issuance of reserve items, headphones, directional assistance and occasional materials requests. However, the constant demands for simple service requests unavoidably compromised progress toward collection development, curriculum design, resource management, interface refinements and administrative duties during normal operating hours. These activities were completed beyond the scheduled hours of the workweek and effectiveness in several areas was compromised.

Objective:

3. To identify, select and order remaining Group 2 library equipment items or equivalent as indicated on the 2010-2011 APR (copy machine, noise masking system, printers, copiers, etc.), making consideration for advancements in technology and updated curriculum/instruction needs.

Progress:

The Library Director obtained a comprehensive list of the LRC equipment remaining to be ordered from State-provided Group 2 Capital Outlay funds for the completion of the library project. In collaboration with a focus group from the Council on Instruction and the Director of Facilities, items were prioritized and equipment was identified for acquisition. The selected equipment was ordered and received by Facilities including: 1) a high-volume network-capable photocopy machine with B&W and color copying, printing, scanning and finishing capabilities; 2) a multifunction office-level photocopy work center with color copy, print, fax and scan capabilities; 3) a small B&W office printer; 4) a commercial noise masking sound system with related emitters and modules to separately cover the library main stacks area and library computer lab; 5) study room electronics consisting of two interactive digital smart-board style projectors and two Mac Mini computers to enhance group study sessions, presentation rehearsals, group media work, and language lab work; 6) media room electronics consisting of one 50" flat screen monitor and one Mac Mini computer to support small group film screenings and post-production digital technology work; 7) reference workstation electronics consisting of a virtual thin client box and a 32" wall-mounted display to serve dual-purpose as a stand-alone research consult station and campus events display board; and 8) materials and labor allocations to Facilities (in lieu of acquiring commercially-available equipment) for the construction of two solid wood book trucks, processing room counter and storage areas, processing room wall cabinetry, and modification of two existing but inappropriately-sized fall-dampening book return boxes.

While identifying, selecting and ordering this equipment fulfilled Assessment of Past Progress Objective 3, additional work is needed to complete implementation on this final phase of the LRC building project. Details are outlined in Current Year Objectives and Progress, Objective 3 and Next Years New Objectives, Objective 2.

Objective:

4. To assess and streamline operational procedures and promote innovation in providing library resources and services through staff development, technology-training initiatives, assessment, digital media projects and interface design.

Progress:

In order to address staffing demands from marked increases in library traffic and keep pace with emerging trends in academic library services, an environmental scan and assessment of library operations was conducted to enhance workflow efficiencies. An asynchronous priority assessment system and on-demand meeting schedule helped promote innovation without the usual shift coverage issues that arise with routine staff meetings, although face-to-face staff meetings were also found to be very helpful. Stated objectives were addressed and implemented as follows: 1) the SharePoint platform was explored but was found to be too limited for the intended purpose because: a) it was not widely in use by the college; b) it was not readily accessible to our full range of library patrons; c) it was not available for off-campus use; and d) at the time, it did not work well with our existing database files. Library staff explored other platforms and implemented the in-house use of an online application Wunderlist in conjunction with the existing file system; 2) assessment activities and feedback instruments were enhanced, refined and further developed using workstation-based spreadsheets; 3) use of established social media platforms to establish a social media presence was explored and an extensive content collection was methodically gathered for subsequent implementation; and 4) a LibGuides subscription was acquired and digital media tutorials on the use of library resources, services, and the framework for subject-area research guides was outlined the Library Director in collaboration with administration, key faculty members and students.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

1. To provide quality instructional support for the academic programs offered by the college, including the restoration of essential collection development activities to address basic learning and research needs of students and faculty.

Action Plan (include who is responsible):

The library collection development budget for books, non-print media and periodical subscriptions was reduced substantially over the past five years. In an effort to address critical collection needs, the Library Director has pursued creative supplementary funding solutions using lottery and VTEA requests, but this only fills the gap for specific short-term purchases and does not adequately address the deficits in collection relevance that are now incurred year after year. To make up for prior losses, it is hoped that 20% of the \$109,000 block grant for Instructional and Library Materials (ILM) will be designated to the library this year to address library collection development funds that were cut or frozen over the past five years. Restoring book, non-print media and periodicals budgets to prior levels would help to prevent further issues with the relevancy and effectiveness of the collection.

Persons responsible: Darryl Swarm, Library Director; Jim Scoubs, Chief Financial Officer; and Dr. Derek Lerch, Chief Instructional Officer.

Additional Budget Needed:

\$6,000

Rational for Additional Budget:

The library budget for essential collection development resources was reduced from \$10,000 to \$7,500 (books); \$3,000 to \$2,000 (non-print media); and \$10,500 to \$8,000 (periodical subscriptions) over the past few years. With this collection development loss, totaling over \$20,000 since the 2008-2009 fiscal year, the library collections are rapidly becoming outdated and, in some cases, useless or potentially harmful for students. For example, out of 25,000 books, 17,939 are over 20 years old. The library staff processes hundreds of interlibrary loan requests to fill collection gaps and the college experiences economic loss in the form of postage, staff time and student frustration. The outdated collection also compromises student learning and can be particularly damaging if students learn inappropriate or outmoded techniques in areas such as healthcare, outdoor recreation, athletics, food safety and environmental science. The currently allocated resources are insufficient to make up for collection development loss incurred over the past five years or to maintain the relevance of the collection for time-sensitive topics like political science, technology and allied health. It is not possible to adequately maintain content for existing programs or build content for new programs given the current state of the collection. To restore the collection development resources to prior levels, an additional \$2,500 for books, \$1,000 for non-print media, and \$2,500 for periodical subscriptions is needed over the presently allocated funds. This is not a request to address the increased costs for acquiring materials in these areas since 2008, but to simply restore funds to those levels so the library can maintain the relevance and usefulness of the collection from this point forward.

Link to College Plans:

Link to College-wide SLOs:

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Describe how Objective Relates to the Results of a SLO Assessment:

The library SLO assessment process includes findings from research appointments and requests for materials. Results show hundreds of interlibrary loan requests, students settling for outdated materials, and students turning away or changing to less-relevant topics in frustration. Use of outdated materials has a deleterious effect on student learning and their frustration can lead to plagiarism, use of material that is not scholarly, and can compromise the student's ability to effectively learn how to locate and evaluate high-quality academic materials. Use of ILM grant money and restoration of funding levels would allow the conduct of best practices in collection development.

Objective:

2. To improve delivery of essential library services, enhance responsiveness and security, and improve facility access to meet the needs of students, faculty and staff by providing comprehensive circulation desk coverage through the implementation of a library student work experience program with additional student coverage.

Action Plan (include who is responsible):

With astounding increases in student traffic, circulation, reserves and A/V checkouts, computer lab use, and general desk traffic over the past two years, it has become difficult for the Library Director, the Senior Library Assistant and the Evening Library Assistant to effectively keep up with behind-the-scenes tasks (materials processing, cataloging, interlibrary loan processing, clerical work, electronic resource configuration, collection development activities, curriculum design, website enhancements, and other essential library initiatives). An appropriate solution, based on best practices in academic libraries, would be to acquire additional student hours so a higher percentage of general desk traffic could be handled appropriately, providing timely and effective service while reducing the number of workflow interruptions for library staff. At times, the person covering the circulation desk will serve 20-30 patrons an hour, making it virtually impossible to make progress on other essential duties. A student worker would gain valuable work experience with transferrable skills in technology, information literacy, critical thinking, business and office management, and customer service. Library patrons would experience immediate response to their directional questions, reserves and A/V requests and general information needs while the library would experience a higher level of security and safety with enhanced abilities to monitor patron behavior. Peak traffic times indicate a need for an additional 15 student hours per week which will be requested through the appropriate channels.

Persons responsible: Darryl Swarm, Library Director; Dr. Karen Pierson, Chief Student Services Officer.

Objective:

3. To continue implementation of the library equipment phase of the LRC building project.

Action Plan (include who is responsible):

Additional implementation is needed to make use of the acquired LRC equipment outlined in Assessment of Past Progress Objective 3 as follows: 1) The printers and copiers (items 1, 2 and 3) were installed, but the high-volume computer lab copier/printer needs to be networked to the lab computers and configured to deduct photocopy and print credit from student printing accounts; and 2) The noise masking sound system (item 4) was installed in the computer lab, but installation is pending for the remainder of the library due to complications with the vaulted

ceiling areas. The library will strive to facilitate the completion of these four project items in collaboration with FRC IT and Facilities.

Persons responsible: Darryl Swarm, Library Director; Nick Boyd, Director of Facilities

Objective:

4. To continue streamlining operational procedures and promoting innovation through staff development, technology-training initiatives, digital media projects and interface design.

Action Plan (include who is responsible):

The following activities are currently being performed to further library innovation at FRC: 1) Additional enhancements to streamline circulation and processing procedures are being outlined and will be explored further when a new Senior Administrative Assistant is identified and brought on board; 2) A social media presence is currently being developed using an extensive content collection that was gathered for use on a variety of social media platforms. Additional content is added regularly for subsequent use through an automated social media content application; 3) Online subject guides are being developed using the library's LibGuides subscription; and 4) Library website enhancements and design revisions are currently being implemented in collaboration with IT and LanLogic.

Persons responsible: Darryl Swarm, Library Director; Nick Boyd, Director of Facilities

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

1. To provide quality instructional support for the academic programs offered by the college, including the restoration of essential collection development activities to address basic learning and research needs of students and faculty.

Action Plan (include who is responsible):

If book, non-print media and periodicals budgets restored to prior levels, a collection restoration plan to improve the relevancy and effectiveness of the collection will be implemented. Additional funds from the block grant for instructional and library materials will continue to improve library collection development issues through careful collection analysis, appropriate selection and thoughtful de-selection of obsolete or potentially compromising materials.

Darryl Swarm, Library Director; and Dr. Derek Lerch, Chief Instructional Officer.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

The library SLO assessment process includes outcomes from research appointments and requests for materials. Results show an increasing number of interlibrary loan requests, students settling for outdated materials, and students turning away in frustration. Use of outdated materials has a deleterious effect on student learning and their frustration can lead to plagiarism, use of material that is not scholarly, and can compromise the student's ability to effectively learn how to locate and evaluate high-quality academic materials.

Objective:

2. Finalize implementation of the library equipment phase of the LRC building project.

Action Plan (include who is responsible):

Final implementation measures are needed to make use of the acquired LRC equipment outlined in Assessment of Past Progress Objective 3. This would complete the implementation of the Group 2 funded library equipment phase of the LRC building project as follows as follows: 1) The study room equipment, media room equipment, reference workstation equipment (items 5, 6 and 7) that have not been installed due to Facilities workload issues; and 2) Item 8 (materials and labor allocations for library book trucks, processing areas and book drop box modifications) which remains pending due to Facilities workload issues. The library will strive to facilitate the completion of these four project items in collaboration with FRC IT and Facilities.

Persons responsible: Darryl Swarm, Library Director; Nick Boyd, Director of Facilities

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

The library SLO assessment process includes outcomes from research appointments and requests for technology and facilities for group work. Increased need for digital technology equipment for tutoring, group study and for completing academic projects is essential for student success.

Objective:

3. To pursue further innovation in library interface design and library technology, making information resources more accessible to students, faculty and library patrons.

Action Plan (include who is responsible):

The following innovative measures will be pursued as follows: 1) the library social media presence will be promoted and maintained through the collaborative efforts of library staff and students to promote information literacy and library programs and initiatives; 2) Online subject guides will be further developed using the library's LibGuides subscription through collaborative efforts between library staff and FRC instructors; and 3) library website enhancements and design revisions will be further refined in collaboration with IT and LanLogic.

Persons responsible: Darryl Swarm, Library Director; Nick Boyd, Director of Facilities ; and Dr. Derek Lerch, Chief Instructional Officer.

Link to College Plans:

Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

Information access and discovery needs are documented in library SLO data from research appointments, library instruction sessions and reference desk interactions, showing student response to library content and interface design issues as a priority.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The library is experiencing record foot traffic with increased computer use, circulation, A/V, and reserves checkouts. Library staff and the Library Director struggle to meet the constant demands of this traffic in addition to their assigned duties. It is hoped that a library student work experience program will be established with increased student hours that will provide better service while allowing library staff to engage in meaningful student interactions, behind-the-scenes library operations and essential library initiatives.

Explain significant issues and/or changes that have occurred since the last CPR.

As mentioned above, there has been a dramatic increase in circulation desk traffic resulting in increased demands on library faculty and staff.

Briefly explain significant changes expected during the upcoming year.

Technological innovations will continue to offer improved information literacy, information discovery, research productivity and efficiency on the part of library patrons. In order to implement these steady technological advancements, the library staff will need support in the form of increased student hours.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

Management Area:

Instruction

Program:

Life Sciences-Biology-Anatomy

Sub-Program:

First Name:

Anna

Last Name:

Thompson

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Maintenance of Biology Lab Equipment

Since the before the Accreditation there have been no funds for maintenance/replacement of the equipment in the biology lab. Replacement of microscopes is becoming urgent.

Progress:

A student volunteer spend about 20 hours servicing and repairing minor issues on microscopes. However, many microscopes need major attention before they are serviceable again. The final budget proposal for 2013-14 also included a \$1000 allotment for more biology lab maintenance - most of which will have to be spent on servicing microscopes if approved.

Objective:

Install an OSHA-approved safety shower in Science 107

There is no safety shower in the biology wet lab or in the science building, even though having a safety shower is an OSHA requirement. Due to age of the building, FRC is allowed to operate without the shower; however, for the safety of the students, instructors and teaching assistants a shower is an absolute necessity and it should not be difficult to install one in the same area as the eye-wash station. I have asked for funding for a safety shower for 8 years now to no avail.

Progress:

A safety shower was installed this summer! Thank you!!!

Objective:

SLOAC's for all Biology courses

Progress:

SLOAC's for all currently taught courses in the biology department have been completed and/or are ongoing.

Objective:

Biology Program-level SLOAC

Program-level SLOACs need to be done.

Progress:

This was completed.

Objective:

ISP Biology 100

This past summer (2012) I (Anna Thompson) had the opportunity to teach a lab section for ISP BIOL 100. This course still needs a little more work to align it more closely with on-campus BIOL 100.

Progress:

Michelle Fulton did major revisions to the lecture portion of the curriculum. Anna Thompson implemented the same research-writing assignment that is taught in on-campus BIOL 100 courses for the ISP students at Chowchilla during Summer 2013. The main alignment between the ISP course to the on-campus course has therefore been accomplished. Over the next year Michelle and I plan to fine-tune the alignment even more.

Objective:

Work on the Biology TMC degree

The vetting process for the Biology TMC degree is almost complete and I expect that I can start working on the degree in the Spring 2013.

Progress:

The vetting process for the Biology TMC is still not complete. I have started aligning course outlines with C-ID as much as possible.

Objective:

Hiring another Full-time Biology Instructor for Anatomy/Physiology and Biology 100

I think the biology department is at a point where it is necessary to consider hiring an additional FT Biology Instructor for Human Anatomy and Physiology (3 courses per Academic year plus summer) as well as for load in non-majors biology (BIOL 100) and Human Sexuality (BIOL 135).

Between 2009 and 2012 the biology workload was between 3.3 and 3.6 Full-time-equivalent faculty. This need to hire another full-time biology instructor is the result of a long-time trend of increased enrollment in biology and the corresponding faulty needs: Unique headcount for biology has varied from 159 to 195 in the past three years, and FTES, though it has slightly dropped, has remained high (average of 91 FTSE for past three years).

Progress:

The survey for faculty positions ranked Biology in 3rd place behind Agriculture and Anthropology. I feel that this has at least put this issue on the radar of the wider campus community. FTSE has remained high for Biology (average = 89.95 FTSE for the past three years) plus 28.7 average FTSE for ISP Biology as well as Human Anatomy and Physiology for the last three summers. Unique head count for the last 3 years has varied between 136 (Fall 2013) to 208 (Spring 2011). This current semester is the first semester that unique headcount has been below 171 for a regular semester in the past four years. Instructor load remains high, though no data was made available for the past year there really have been no significant changes in workload of biology instructors.

Currently student success in biology is comparable with FRC as a whole: 81% of biology students pass the course with a C or above vs. 79.7% for FRC as a whole. 12% of biology students have a D or lower versus 20% for FRC as a whole. This indicates that currently the biology program is working just fine. However, the loss of instructor Dan Smith at

the end of Spring 2013 illustrates how vulnerable the program is: We were extremely lucky that Michelle Petroelje was both qualified and available, because there were no other qualified applicants to fill that position.

Objective:

Start planning a wet-lab expansion of Science 107

Analysis of classroom usage of the wet lab in Science 107 has demonstrated an immediate and long-term need to expand the lab facilities available to biological science courses, due to rising enrollment in Nursing/Allied Health and the Health, Physical Education and Exercise Studies major. The large class size for BIOL 100 even dictates using adjoining rooms of Science 104 and 107 to teach lab. (Appendix, Table 3). Considering that lab courses at FRC are taught in the afternoon and evenings, Science 107 can handle a maximum of 15 lab sections per week (M-F, 1-4, 4-7, 7-10). Currently, Science 107 handles about 13 sections per semester during the academic year, reflecting the fact that FRC does not generally teach lab courses on Fridays after 1 pm.

Any further impact on this class-room will involve a combination of restructuring the class schedules (short term), renovating other rooms for life science lab use (ANTH, ENVR; intermediate term), and building new facilities possibly in conjunctions with needs of the Agriculture program (long term).

Progress:

No progress. This is a planning issue should the program grow significantly more in the future. Growth in the department will probably also be tied to the success of the TMC's, whether or not another full-time faculty will be hired in biology and possibly the future curriculum direction in the agriculture and anthropology programs. For example, it would probably become an immediate issue should be hire a full-time faculty with a teaching emphasis in physical anthropology that might need the Sci 107 lab space.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Maintenance of Biology Lab Equipment

Since the before the Accreditation there have been no funds for maintenance/replacement of the equipment in the biology lab. Replacement of microscopes is becoming urgent.

Action Plan (include who is responsible):

I hope that the \$1000 in the final FRC budget for the current fiscal year will be approved and that I will be able to thoroughly service all microscopes.

Objective:

Work on the Biology TMC degree

Action Plan (include who is responsible):

I am just waiting for the vetting process to end. Currently I have updated course outlines per C-ID as much as possible (not all course outlines have been finalized) and I am waiting for these to go through curriculum.

Objective:

Hiring another Full-time Biology Instructor for Anatomy/Physiology and Biology 100

Action Plan (include who is responsible):

The process has started. The fact that biology has scored third on the faculty survey has put the issue of an additional biology instructor on the table for the first time. In the meantime the department is fortunate that with the current faculty all courses have been staffed by excellent instructors.

Objective:

Start planning a wet-lab expansion of Science 107

Action Plan (include who is responsible):

This is an issue that depends on many variables: This is a planning issue should the program grow significantly more in the future. Growth in the department will probably also be tied to the success of the TMC's, whether or not another full-time faculty will be hired in biology and possibly the future curriculum direction in the agriculture and anthropology programs. For example, it would probably become an immediate issue should be hire a full-time faculty with a teaching emphasis in physical anthropology that might need the Sci 107 lab space.

Objective:

This is my 10th year teaching at Feather River College. At this point, some equipment other than the microscopes that I have inherited are wearing out. I used my regular budget to replenish glassware at the end of the 2012-2013 academic year. Another resource that is in need to major replacement are microscope slide sets.

Action Plan (include who is responsible):

The department was awarded a little over \$1000 to replace some of the microscope sets, but more need replacing. At the end of this academic year I will spend the rest of my budget on more of these sets and if needed apply for lottery money again next year.

Objective:

BIOL 112, Human Physiology is going to be part of the Kinesiology TMC and its C-ID has already been finalized. It is clear that with the TMC, the requirement for lab is that labs should be over 80% directly hands-on. However, at FRC, the main instructor, Jim Cross has been moving away from direct hands-on labs and uses a computer simulation laboratory program instead. As the Kinesiology degree is implemented at FRC, and the BIOL 112 lab curriculum has to change, a foresee additional expenses related to materials for these labs.

Action Plan (include who is responsible):

At this point, the Kinesiology TMC is being finalized but has not been implemented at FRC. The BIOL 112 COR is in queue to go through curriculum. Once it is clear, what needs to change I will work with the instructor and the Instruction Office to figure out the cost of implementing a new lab curriculum as well as where the money will come from. I imagine the earliest that this is going to become an issue is for Spring 2014.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Currently I have no new objectives for the next fiscal year.

Action Plan (include who is responsible):

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☐ Strategic Plan
- ☐ Student Services Plan

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Describe how objective relates to results from SLO Assessments:

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The current status of the program remains very much the same as last year:
 The program has grown significantly over the last 9 years (since I started at FRC) especially in the area of Human Anatomy (BIOL 110) and non-majors biology (BIOL 100). Average FTSE for the past three years remains high, 89.65 FTSE. BIOL 100, 110 and 112 account for an average of nearly 70 FTSE for the past four years. The program definitely remains at a level where it could support an additional faculty member to cover 3 courses of Human Anatomy and/or Physiology each academic year and some of the four large sections of BIOL 100 (non-majors biology) and or the sections of ISP BIOL 100.
 Another issue is that the wet-lab space of Science 107 is becoming inadequate to accommodate all wet-lab courses. However, and despite an increasing number of students and a relatively large number of section taught by PT faculty, the biology department has an average Student Success rate (students receiving grade C or better) of 81% which compares favorably with the FRC-wide Student Success rate which was 79.7 % over the past four years. However, it is important to note that the department is at the brink of not being able to absorb more students in terms of available faculty, space and equipment without a considerable increase of institutional support.

Explain significant issues and/or changes that have occurred since the last CPR.

No significant issues or changes have occurred since the last CPR (2011). In summary:

- Biology is currently being reviewed for the TMC degree. The way the degree is shaping up through the review process will most likely mean additional courses to support the biology degree such as organic chemistry etc.
- \$1000 were proposed in the final FRC budget for the current fiscal year for biology lab maintenance. If this expenditure is approved, the money will be spent first on microscope serving.
- The program needs to maintain its annual budget due to continuing high enrollment.
- The program could easily absorb a second FT faculty with responsibilities in the area of Human Anatomy and Physiology as well as BIOL 100.
- Once it is clear what the changes to the BIOL 112 (Human Physiology)lab curriculum should be, Anna Thompson will work with instructor (Jim Cross) and the Instruction office and how to fund up-starting a more hands-on lab curriculum and the associated expenses.
- The wet lab, Science 107, is becoming inadequate for the number of sections that need that specific space. (Appendix, Table 3). Future growth would either mean re-structuring the schedule to accommodate labs during the morning, moving certain courses such as ANTH and ENVR courses and their equipment to another class-room or to build a second wet-lab space (possibly in conjunction with the Agriculture department) or a combination of these options.

Briefly explain significant changes expected during the upcoming year.

I expect all of the objective and bullets above will remain issues for the upcoming year with the possible exception of

servicing the microscopes.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
 File Attachment	

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/29/2013

Management Area:

Instruction

Program:

Office of Instruction

Sub-Program:

First Name:

Derek

Last Name:

Lerch

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Support faculty and staff in teaching and professional-development endeavors.

Progress:

- CIO actively engaged faculty members by making regular classroom visits for all faculty (FT and PT) being evaluated in the 2012-2013 year.
- CIO made regular classroom visits to faculty who were not being evaluated in the 2012-2013 year.
- With input from Standards and Practices, the CIO granted professional development credit to both full and part-time faculty when appropriate.

Objective:

To support students in their educational and employment goals.

Progress:

- With input from the division chairs and advisors, the OOI developed course schedules to meet graduation needs and offered special sections (e.g., independent study) when necessary to allow students to progress toward their educational goals.
- OOI staff met with students as requested to address concerns (e.g., course rigor, content, scheduling).
- OOI staff reviewed various forms for student requests (e.g., late add)

Objective:

Meet 2012-2013 enrollment target (currently 1622 FTES, 1507 FTES if Prop. 30 fails) while offering a suite of courses that allows students to progress in their educational plans and by meeting budgetary constraints

Progress:

- The college did not meet its enrollment target in 2012-2013, although the class schedule had a comparable FTES capacity in 2012-2013 compared with 2011-2012 (814 total sections in 2011-2012, 840 total sections in 2012-2013). This occurred despite the fact that the overall enrollment grew: resident FTES dropped slightly while non-resident FTES grew appreciably. The total reserve for FRC grew in this year, partly due to increased revenue from non-resident students.

Objective:

Explore development of online degrees.

Progress:

- FRC took advantage of a consortium purchase of Turnitin to provide better originality testing for both in-person and DE courses.
- DE Coordinator (Presnell) began investigating hands-on, individual lab exercises for distance education courses. These materials (provided by LabPaq) are still being evaluated both for content and acceptability at four-year colleges.
- DE Coordinator (Presnell) has started writing a Substantive Change Proposal for the ACCJC to gain authorization for offering DE degrees/certificates. This proposal will be submitted in 2014.

Objective:

Migrate instructional programs and information to new webpage.

Progress:

- Much of the content has been migrated to the WordPress page in development (Jaquez).
- Currently, FRC is re-evaluating the website direction so the WordPress site has not been deployed.

Objective:

Streamline curriculum-approval process.

Progress:

- FRC entered into a three-party contract to seek grant funding to purchase CurricUNET, a widely used curriculum management system. Grant applications have been submitted to several private non-profit organizations.

Objective:

Improve course scheduling by integrating ISP input during the scheduling process.

Progress:

- ISP director has worked with Office of Instruction to ensure that ISP courses align with those offered on campus as required by a Chancellor's Office legal opinion.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Transition to new website.

Action Plan (include who is responsible):

- CIO (Lerch) is soliciting proposals from web design/maintenance/hosting companies.
- CIO and Webmaster (Presnell) will summarize the strengths and weaknesses of the various website vendors in November 2013, and will provide this summary to the President.

- Upon the President's decision, CIO and Webmaster will work with vendor to design, build, and implement website.

Additional Budget Needed:

\$12,000

Rational for Additional Budget:

This money will provide the funding for website implementation with selected vendor. This effort is necessary to improve student attraction through enhanced marketing as well as student success through improved information currency and accessibility. Additionally, it will allow for staffing resources to be used more effectively within the Office of Instruction.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☐ Education Master Plan
- ☐ Facilities Plan
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Link to College-wide SLOs:

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- ☐ Students will value their education, understand its privilege, and

Describe how Objective Relates to the Results of a SLO Assessment:

This request addresses a school-wide issue and is an attempt to at least partially resolve what I consider to be our single-biggest threat as an institution: building a steady enrollment stream of students to the campus. I believe this request meets many of the criteria established in the APR CAM as follows:

- Uncontrollable: not a mandated cost, but one that is fundamentally important to our school's health.
- Safety: this request will allow content managers across campus, including those involved in safety issues, to more effectively post information to the website.
- Student attraction: although face-to-face recruiting is important, FRC is missing an important part of our potential market share by not having a better marketing approach integrated into the website
- Student success and retention: this request has implications for student success by providing clearer information to students through an improved content management system.
- Relation to student learning: unfortunately, the impact here will likely be indirect.
- Support for employees to be effective: this solves a major issue in the Office of Instruction. Mick Presnell's time has been stretched by too many competing tasks. Working with a website development and maintenance company will allow him to focus on website coordination instead of website management.
- Feasibility: all of the companies that we are considering have extensive track-records of success in building educational websites.

Objective:

Provide sufficient funding to schedule classes that provide potential for the college to meet its enrollment targets and to provide sufficient breadth to promote student engagement and exploration.

Action Plan (include who is responsible):

- CIO seeks budget augmentation to allow instructional offerings to go unharmed in the face of state-driven COLA and locally negotiated salary adjustments.

Additional Budget Needed:

\$25,207

Rational for Additional Budget:

State-driven COLA of 1.62%, and locally negotiated salary adjustment of approx. 1.3% were not applied to non-permanent personnel costs in the 2013-2014 budget. This request recoups

that difference in order to maintain instructional offerings. The money would be distributed as follows:

Acct 1120: \$2497

Acct 1315: \$22,518

Acct 1320: \$36

Acct 2410: \$192

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how Objective Relates to the Results of a SLO Assessment:

This request supports the overall instructional goals of the college and thus supports all of the college-wide SLOs. It allows payroll costs in instruction to keep pace with state-driven COLA and locally negotiated salary adjustments:

- Uncontrollable: this is a required cost, salaries have increased requiring increased costs to associate faculty and overload account codes.
- Safety: no impact.
- Student attraction: no direct impact other than maintaining our ability to offer a range of classes.
- Student success and retention: offering a broader range of classes and more timing and delivery mode options benefits students by making it easier for them to find classes to fit their schedules and interests.
- Relation to student learning: although FRC is small and will never have the same breadth of instructional offerings found at larger schools, we must maintain a reasonably broad set of offerings to meet our students' varied needs and interests.
- Support for employees to be effective: simply put, if the budget lines for associate faculty and overload costs are not increased, we will run fewer sections.
- Feasibility: this objective presents no new work or unknowns for the Office of Instruction.

Objective:

Support faculty and staff in teaching and professional-development endeavors.

Action Plan (include who is responsible):

- CIO actively engaged faculty members by making regular classroom visits for all faculty (FT and PT) being evaluated in the 2012-2013 year.
- CIO made regular classroom visits to faculty who were not being evaluated in the 2012-2013 year.
- With input from Standards and Practices, the CIO granted professional development credit to both full and part-time faculty when appropriate.

Objective:

Explore development of online degrees.

Action Plan (include who is responsible):

- DE Coordinator (Presnell) began investigating hands-on, individual lab exercises for distance education

courses. These materials (provided by LabPaq) are still being evaluated both for content and acceptability at four-year colleges.

- DE Coordinator (Presnell) has started writing a Substantive Change Proposal for the ACCJC to gain authorization for offering DE degrees/certificates. This proposal will be submitted in 2014.

Objective:

Implement curriculum-management system.

Action Plan (include who is responsible):

- FRC entered into a three-party contract to seek grant funding to purchase CurricUNET in 2012-2013, a widely used curriculum management system.
- Grant applications have been submitted to several private non-profit organizations. Notification about grant status is expected between Dec. 2013 and April 2014 for the various granting organizations.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Maintain the new website and develop marketing strategies to attract new students.

Action Plan (include who is responsible):

- Webmaster and CIO will work with vendor to ensure that the website functions effectively and contains the necessary structural elements to allow content managers to deliver information to website visitors.
- Webmaster, CIO, and recruiters will work with vendor to develop marketing strategies for the website.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

This request addresses a school-wide issue and is an attempt to at least partially resolve what I consider to be our single-biggest threat as an institution: building a steady enrollment stream of students to the campus. I believe this request meets many of the criteria established in the APR CAM as follows:

- Uncontrollable: not a mandated cost, but one that is fundamentally important to our school's health.
- Safety: this request will allow content managers across campus, including those involved in safety issues, to more effectively post information to the website.
- Student attraction: although face-to-face recruiting is important, FRC is missing an important part of our potential market share by not having a better marketing approach integrated into the website
- Student success and retention: this request has implications for student success by providing clearer information to students through an improved content management system.
- Relation to student learning: unfortunately, the impact here will likely be indirect.

- Support for employees to be effective: this solves a major issue in the Office of Instruction. Mick Presnell's time has been stretched by too many competing tasks. Working with a website development and maintenance company will allow him to focus on website coordination instead of website management.
- Feasibility: all of the companies that we are considering have extensive track-records of success in building educational websites.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
5050	\$12,000	See bulleted list above.

Objective:

Develop distance education degrees and provide support to improve quality of distance offerings.

Action Plan (include who is responsible):

- With approval from ACCJC to offer DE degrees, plan and market degree options to online students. Marketing of DE courses and programs will initially be combined with the overall web marketing strategy included in the website/marketing support budget (1100-20120-5050). (Lerch, Presnell, COI)
- Support the ongoing use of Moodle as the course management system and provide technical support to improve Moodle functionality. Moodle has been paid for out of restricted Lottery funds since its implementation. This ongoing, modest cost should be moved into the General Fund to allow Lottery money to cover necessary, unfunded and generally one-time, purchases of instructional materials. Although this isn't a new initiative for FRC, the use of Moodle is a mandatory cost for both online and in-person courses. (Presnell, Lerch)

Link to College Plans:

- ☒ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

This objective will allow FRC to better serve local and regional students. Providing DE degrees will also allow the college to serve more students without having to recruit those students to FRC physically or provide housing for them. This request ties to the CAM criteria as follows:

- Uncontrollable: not a mandated cost, but one that could provide enrollment stability for the school.
- Safety: no direct impact.
- Student attraction: done well, the presence of DE degrees has significant enrollment potential for FRC.
- Student success and retention: both for online students, and for our face-to-face students as well, Moodle has become an increasingly important part of content delivery at FRC. For reference: since January 2013, FRC's Moodle site has had 1469 registered users and 176 active course areas. In the course of the day, students and instructors access Moodle between 3000-5000 times.
- Relation to student learning: Moodle has become part of the backbone of instruction at FRC. Making course resources, grading status, and assignments available to students outside of normal class meetings has allowed for new, alternative delivery modes and has given many students improved access.

- Support for employees to be effective: this objective provides support for instructors to effectively use alternative methods of delivering content and maintaining contact with students. It also provides access to useful tools such as the Turnitin plugin and the Moodle grading resources.
- Feasibility: Moodle has already been in use at FRC for several years. This request provides ongoing support for Moodle from the general fund and enhances the tools available for instructors who use Moodle.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
5050	\$2400	This will provide general fund support of annual hosting, soft...
4310	\$1500	This will provide support to implement new plug-ins in Moodl...

Objective:

Provide sufficient funding to schedule classes that provide potential for the college to meet its enrollment targets and to provide sufficient breadth to promote student engagement and exploration.

Action Plan (include who is responsible):

- CIO seeks budget augmentation for 2013-2014 and beyond to allow instructional offerings to go unharmed in the face of state-driven COLA and locally negotiated salary adjustments. Note, this request also appears in the section "Current Year's Objectives", but I am including it here as well so that the budget request increases for non-permanent salaries within the Office of Instruction for the 2014-2015 year have justification.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

This request supports the overall instructional goals of the college and thus supports all of the college-wide SLOs. It allows payroll costs in instruction to keep pace with state-driven COLA and locally negotiated salary adjustments:

- Uncontrollable: this is a required cost, salaries have increased requiring increased costs to associate faculty and overload account codes.
- Safety: no impact.
- Student attraction: no direct impact other than maintaining our ability to offer a range of classes.
- Student success and retention: offering a broader range of classes and more timing and delivery mode options benefits students by making it easier for them to find classes to fit their schedules and interests.
- Relation to student learning: although FRC is small and will never have the same breadth of instructional offerings found at larger schools, we must maintain a reasonably broad set of offerings to meet our students' varied needs and interests.
- Support for employees to be effective: simply put, if the budget lines for associate faculty and overload costs

are not increased, we will run fewer sections.

- Feasibility: this objective presents no new work or unknowns for the Office of Instruction.

Objective:

Improve consistency and clarity of FRC curriculum, and develop better integration with a student advising system.

Action Plan (include who is responsible):

- Upon implementation of CurricUNET, build degree and certificate requirements to support an electronic student advising system, like that provided by DegreeWorks or Governet's Student Advising Module. The cost of the student advising system will be supported out of the Student Services Office, but the effort will require integration with the Office of Instruction.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
- ☒ Education Master Plan
- ☐ Facilities Plan
- ☐ IT Plan
- ☐ Strategic Plan
- ☐ Student Services Plan

Link to College-wide SLOs:

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- ☐ Students will demonstrate a sense of personal and professional e
- ☒ Students will develop a clear sense of self, purpose, and ability to
- ☐ Students will demonstrate skills in relationships through interper
- ☒ Students will value their education, understand its privilege, and

Describe how objective relates to results from SLO Assessments:

This objective will provide better self-advocacy tools for students as they develop their educational goals. Although FRC's model of personal advising provides the backbone for a student's educational plan, implementing an electronic student advising system (as required by SB 1456) will give students greater ownership of their education and a clearer picture of where they stand in their educational pursuits.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

Similar to other areas of campus, staffing cuts in the Office of Instruction have continued to highlight limitations in this office's productivity and accuracy. As additional workload has been absorbed by Jaquez, Hughes, and Presnell, keeping pace with ongoing tasks has been difficult. There are two approaches that can remedy this situation: (1) adding more staffing resources, or (2) implementing procedural improvements that make more efficient office processes. Our strategy at the moment is to pursue the second option since this has the potential to improve the situation more cost effectively. In this APR, we propose two steps toward this strategy:

1) to identify and secure website services from an external vendor to alleviate many of the management tasks that have usurped the Webmaster's time; and

2) to implement a curriculum-management system (CurricUNET) that allows the Office of Instruction to work more effectively with faculty, the Chancellor's Office, ASSIST, and C-ID to develop and manage the college's curriculum. This effort requires no general fund contribution at this time, the money to implement and maintain CurricUNET is being sought through grants.

Explain significant issues and/or changes that have occurred since the last CPR.

Overall enrollment, as well as the balance between resident and non-resident students, will continue to be a major

issue for the Office of Instruction and for the college as a whole. In the last two years, the enrollment potential of the class schedule has remained steady, as has the overall enrollment for the college. Despite this, the reportable resident FTES has declined due to the loss of Good Neighbor and tightening residency requirements. In response, the Office of Instruction has developed an additional instructional service agreement (ISA) with an organization that delivers ESL instruction to migrant farmworkers, and is pursuing an increased suite of online offerings. Additionally, the Office of Instruction is working to establish a stronger marketing presence in and around the website to stabilize resident enrollment.

Briefly explain significant changes expected during the upcoming year.

- The Office of Instruction expects to secure a company to design, build, and maintain the college website this year, with the goal that the new website be more attractive, more functional for both end users and content managers, and easier to maintain.
- The Office of Instruction has submitted grant applications to allow for the implementation of CurricUNET, likely occurring sometime in 2014.

Attach Supporting Documents as Appropriate

Attachment		Attachment Description
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/25/2013

Management Area:

Instruction

Program:

Outdoor Recreational Leadership

Sub-Program:

First Name:

Rick

Last Name:

Stock

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Employ ORL Instructional Assistant in a manner conducive to position sustainability, i.e. benefits. On agenda of ORL Advisory Board.

Progress:

This objective continues to be our top priority in all planning documents.

Objective:

ORL facilities ideals: additional office for program assistant, program office space in proximity to equipment storage and ENVR faculty, along with a dedicated classroom.

Progress:

This objective remains in discussion monthly on Facilities Committee; slow progress continues. On agenda of ORL Advisory Board.

Objective:

Host Backcountry Ski Film Festival

Progress:

We successfully hosted our 2nd annual film festival, and are planning the third. Attendance is high at these events, and it's become an important fundraiser for the ORL Foundation account. The festival is a valuable outreach event, creating goodwill between the program, college, and community.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Enhanced program recruiting.

Action Plan (include who is responsible):

Continue to update online infrastructure that has been created on our program website, Facebook, and Flickr pages (Flett). Targeted outreach through online publications (.e.g., *Outside Online* and *American Whitewater Journal*) has created national awareness of our program, leading to new interest and "likes" on our pages (Flett). Using our foundation account, we've increased our local presence by selling and giving away program hats and t-shirts (Stock, Flett). ORL "Big Day", our spring recruiting event, brought approximately 10 potential students to campus, all of which ended up attending Fall 2013 (DeRuiter, Stock, Flett).

Objective:

Employ ORL Instructional Assistant in a manner conducive to position sustainability, i.e. benefits.

Action Plan (include who is responsible):

Continue to advocate for the position plan in planning documents, ORL Advisory Board, Strategic Planning Committee and Budget Committee (Stock, DeRuiter).

Objective:

ORL facilities ideals: additional office for program assistant, program office space in proximity to equipment storage and ENVR faculty, along with a dedicated classroom

Action Plan (include who is responsible):

Since the larger facilities decision is likely to be delayed for at least a few to several years, we propose an interim solution that would allow us to have faculty offices in proximity to a classroom and a student and trip planning and preparation area, e.g., the old Learning Center at the top of campus (Facilities Committee, President Trutna, Dean Lerch).

Objective:

Utilize families of courses to address Chancellor's Office repeatability restrictions

Action Plan (include who is responsible):

Utilize Directed Field Experience (ORL 291) to provide students with further learning opportunities in the same technical skills courses (All). Staggered courses over time to reduce chance that the same student will want to take a course more than once (All). Develop COR for Beginning and Intermediate Whitewater Raft Guide School, to be offered concurrently; retire ORL 152 Whitewater Raft Guide School (Stock). Develop COR for Beginning and Intermediate Telemark Skiing, to be offered concurrently; retire ORL 172 Telemark Skiing (Stock).

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Employ ORL Instructional Assistant in a manner conducive to position sustainability, i.e. benefits.

Action Plan (include who is responsible):

Continue to advocate for the position plan in planning documents, ORL Advisory Board, Strategic Planning Committee and Budget Committee (Stock, DeRuiter). This represents an increase from 866 to 1040 hours (174 total).

Responsibilities would include:

1. Increase program enrollment: ORL Recruiting Fair - coordinate a multi-day springtime event for high school juniors and seniors interested in the ORL program. Includes visits to regional high schools, coordinating current ORL students to provide leadership opportunities, and facilitating the entire event (enrollment process, activities such as rafting, mountain biking, hiking, climbing, etc.). Finalize on-line media presence - webpage, Facebook page, Flickr, YouTube, etc.
2. Increase presence on course outings and trips: more hours will allow us to further utilize Instructional Assistant on additional class outings, limiting liability and risk, improving student learning and success, and allowing us to offer some larger class sections.
3. Coordinate community programs and events: For example, Backcountry Ski Film Festival, Guest Slide Shows and Fall Adventure Symposium. All are important community and campus outreach activities for our program.
4. Organization of community service learning events: For example, 6th grade rafting, forestry camp, Girls' Rite, Digging In

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

This proposal is closely aligned with the college-wide and ORL SLOs. Attaining this objective will increase leadership opportunities, communication, application, and community involvement in a mentored environment. All the increased responsibilities for this position are oriented toward activities that are driven by our SLOs.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
		1. Augmentation to Budget: Total cost of \$12,000; this is less ...

Objective:

ORL facilities ideals: additional office for instructional assistant, program office space in proximity to equipment storage, along with a dedicated classroom

Action Plan (include who is responsible):

Attendance at Facilities Committee; meetings with President Trutna and Dean Lerch (Stock). Since the larger facilities decision is likely to be delayed for at least a few to several years, we propose an interim solution that would allow us to have faculty offices in proximity to a classroom and a student and trip planning and preparation area, e.g., the old Learning Center at the top of campus (Facilities Committee, President Trutna, Dean Lerch).

Link to College Plans:

Link to College-wide SLOs:

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Describe how objective relates to results from SLO Assessments:

This proposal is closely aligned with the college-wide and ORL SLOs. Attaining this objective will increase communication, application, and teamwork in a mentored environment. Because students in the ORL program develop such a close sense of community, it is important for them to have a physical space where they can interact and collaborate.

Objective:

Follow through with 'family of courses' concept as a result of Student Success Task Force recommendation.

Action Plan (include who is responsible):

Bring beginning and intermediate Telemark Skiing and Whitewater Raft Guiding through the curriculum process (Stock).

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Students desire to further develop skills to include teaching and leadership of the activities. The program and college-wide SLOs that are addressed by those include critical thinking, application, achieving goals, leadership, communication, and involvement.

Objective:

Retire worn out sleeping bags and sleeping pads.

Action Plan (include who is responsible):

Purchase 10 new sleeping bags and sleeping pads.

Link to College Plans:

Link to College-wide SLOs:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Many of our courses include overnight outings that are critical to achieving course and program SLOs. Students rely on equipment that is operational and consistent with contemporary standards for outdoor comfort and safety.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
1100-21550-4310-0...	\$2500.00	1. Augmentation to Budget: Total cost of \$2500; this is less th...

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

- During 2011-12 the ORL Program enjoyed some of its highest enrollments ever (79.9 FTES).
- The ORL program is operating in a manner consistent with industry standards related to outdoor recreation.
- We continue to operate as the only program of this type at any California community college.
- Program infrastructure is largely in place. Equipment needs are minimal.
- The ORL program is able to expand or contract as requested by CIO.

Explain significant issues and/or changes that have occurred since the last CPR.

We have submitted three 6-unit certificates to Curriculum Committee and the shared governance process for consideration: Search and Rescue, Trail Builder, and Entrepreneurship in Outdoor Recreation Leadership.

Our Equipment Room is undergoing significant and continual upgrades in infrastructure, a source of pride for students, a benefit to our recruiting efforts, and allowing us to care for our equipment and increase its longevity.

Briefly explain significant changes expected during the upcoming year.

A collaboration with the Digital Technology program to develop videos and blogs showcasing our classes and program activities is in progress. This will be central to our goal related to recruiting.

Attach Supporting Documents as Appropriate

<i>Attachment</i>	<i>Attachment Description</i>
	Human Resources Requisition for ORL Instructional Assistant Position



RequisitionDocument0910
Saylor Flett 2013.doc
Microsoft Word 97 - 2003
Document
39.5 KB

Annual Program Review

Fiscal Year:

2014-2015

Date:

10/31/2013

Management Area:

Instruction

Program:

Physical Science

Sub-Program:

Math-Physics

First Name:

Michael

Last Name:

Bagley

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Complete SLOAC process for Math 16, Math 18, and Math 110.

Progress:

Dr. Bagley completed the SLOAC process for the math courses as required.

Objective:

Complete the transfer model curriculum (TMC) degree for mathematics.

Progress:

Course outlines for all the math courses required for the TMC have been written by Dr. Bagley, and they have been submitted to the Office of Instruction for review in November 2013. The only course yet to be updated for the TMC degree is the calculus-based physics course, PHYS 202.

Objective:

Explore Science, Technology, Engineering, and Mathematics opportunities for Feather River College.

Progress:

Dr. Kokosinski and Dr. Bagley attended a national STEM conference to study current trends in STEM. Dr. Kokosinski met with Plumas Unified School District staff to learn about STEM activities at the local schools.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

Review current and make recommendations for new STEM library materials.

Action Plan (include who is responsible):

Michael Bagley will lead the review with Darryl Swarm.

Objective:

Update PHYS 202 to bring to TMC level, and complete TMC degree process for mathematics.

Action Plan (include who is responsible):

Michael Bagley will lead the collaboration with adjunct physics instructor Richard Elliott to update PHYS 202, and Michael Bagley will write the TMC for curriculum committee by the end of spring 2014.

Objective:

Identify a cost-effective and high-quality offering of PHYS 202 for students to take in the spring 2015.

Action Plan (include who is responsible):

Michael Bagley will work with other faculty to study possibilities of partnering with other colleges and/or other hybrid class options with on-line laboratories.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Study best opportunities for PHYS 202 and choose one to offer in spring 2015.

Action Plan (include who is responsible):

Michael Bagley and other faculty will review options and make recommendation to Office of Instruction.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☐ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

Past SLO Assessments show that students feel they need more support in critical thinking skill AND information

technology -- both of which could be part of a hybrid PHYS 202.

Objective:

Develop new course, Math 224 - Ordinary Differential Equations, so that it is ready for fall 2015 course schedule.

Action Plan (include who is responsible):

Michael Bagley and other math faculty members will review textbooks and materials from other community colleges for best practices.

Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

Not applicable.

Objective:

Study the value and possibility of increasing on-line offerings and materials for mathematics and physics.

Action Plan (include who is responsible):

Michael Bagley will collaborate with other faculty, the Distance Education Coordinator, and the Office of Instruction to determine possible on-line and hybrid course offerings.

Link to College Plans:

- ☐ Accreditation Planning Agenda Item
- ☒ Comprehensive Program Review
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Describe how objective relates to results from SLO Assessments:

All past math SLO assessments indicate that there is room for student learning improvement, and further, in-class interviews with students and class assignments are showing that students are increasingly interested in technology as a learning aide.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

The math and physics areas of the Physical Science Department are moving along fine, with no major changes since last year. The only change that unexpectedly occurred has been the loss of a quality and consistent math adjunct faculty.

Explain significant issues and/or changes that have occurred since the last CPR.

The main change is the effort to create a Mathematics TMC degree.

Briefly explain significant changes expected during the upcoming year.

The only potential change would be the creation of a collaboration with an outside college to help provide PHYS 202.

Attach Supporting Documents as Appropriate

<i>Attachment</i>		<i>Attachment Description</i>
 File Attachment		

Annual Program Review

Fiscal Year:

2014-2015

Date:

11/1/2013

Management Area:

Instruction

Program:

Social Science-History-Political Science

Sub-Program:

First Name:

Thomas

Last Name:

Heaney

Assessment of Past Progress

DESCRIBE YOUR PROGRESS ON YOUR PREVIOUS YEAR'S OBJECTIVES

Objective:

Develop new TMC degrees in Social Sciences

Progress:

TMC History degree complete and approved by State. Sociology, Psychology, and Political Science degrees moving through the curriculum approval process. This has included the development of one new course, POL 150, Introduction to Political Science, and the cross listing of POL 140 as SOC 140 which enhances the sociology degree curriculum. - Drs. Desmond and Presnell leading.

Objective:

Strengthen teaching effectiveness in all delivery mode for courses in disciplines under Social Science

Progress:

On-going. Drs. Desmond and Heaney have aligned CoRs with syllabi, ensuring similarity of course content and rigor for classes in under the Social Science rubric. Courses in History and Political Science have been submitted to State for CID approval. The Political Science ISP course was revised and the format is being used as a model for other ISP classes. The Political Science program has a Facebook page where news items and events are posted, and the site is gaining followers.

Current Year Progress and Objectives

WHAT OBJECTIVES AND TASKS ARE YOU WORKING ON THIS YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR). WILL YOUR CURRENTLY ALLOCATED RESOURCES BE SUFFICIENT GIVEN YOUR OBJECTIVES?

Objective:

History Program: Assess need for prerequisites for History courses, continue to improve in-class instruction, and continue to expand use of web for class support and possible new online History 110 class.

Action Plan (include who is responsible):

Dr. Heaney responsible.

Next Fiscal Year's Objectives

WHAT OBJECTIVES AND TASKS WILL YOU TAKE ON FOR NEXT YEAR? (YOU MAY CONTINUE OBJECTIVES FROM THE PRIOR YEAR).

Objective:

Create an Annual FRC Speakers Series.

Action Plan (include who is responsible):

The annual Feather River College Speakers Series would occur in the spring and focus on a theme, topic, or issue. For example, if a book is chosen for the common book program at FRC, a week's events could be scheduled around the theme. These may include a film, concert, panel, sponsored student field trip, and a keynote address (speaker).

WHAT: Create an annual FRC Speakers Series.

WHO: This budget request is originating within the Social Sciences program. **Social Science Faculty** will gladly lead the coordination of this annual event beginning Spring 2015. However, we recognize that when this becomes rooted in the institution, and as expectation around it grows, other programs will become interested. So, we foresee the series becoming inter-disciplinary. **Students** will have the opportunity to participate in the planning, coordinating, and implementing of the event (participation in such will contribute to College Wide SLOs). **Instructors** will be able to use the event in conjunction with their curricula and SLOs. **Community organizations** may also participate.

COSTS/RESOURCES: Distinguished speakers at the international, national and/or state levels at a minimum cost around \$2,000 (speaking fees). Travel and accommodations would also need to be provided. Other campus entities and community organizations may be asked to collaborate on events relevant to their interests. For example, bringing an author, scholar or activist on American Indian issues may be something the Maidu community would like to be involved in as would PUSD or other organizations who would be able to contribute to costs.

Speakers Bureaus can also assist with coordinating speaking engagements with other colleges. For example, if Chico State books a speaker for their Presidential Speakers Series, the bureau could make arrangements for the speaker to travel to Quincy for an additional engagement at nominal cost.

Currently, the Town Hall Theatre would serve as the most accommodating venue for a speaker. The MPB would serve as a venue for higher profiled speakers if necessary though the sound system would need updating in order to accommodate the hearing impaired.

GOALS: The annual FRC Speakers Series supports and enriches curriculum and professional development at Feather River College.

Benefits:

- Brings intellectual opportunities to students.
- Puts FRC on par with other community colleges that host annual speaking events.
- Fosters FRC's intellectual leadership role in Plumas County.
- Showcase Plumas County to elected officials.
- Offers staff professional development opportunities.

Objectives:

The event will support the higher education experience for FRC students by:

- Introducing students to diverse perspectives which contributes to their critical thinking skills;
- Informing students of current developments in different academic areas and issues;
- Enhancing students' transfer preparation by highlighting the importance of academic discourse and

- intellectual rigor;
- Conveying the significance of civic engagement/citizen action; and,
- Bringing a universe of ideas to this remote corner of the world.

Examples of other community colleges:

Butte College

Hosts an annual Diversity Days events where they host two or more nationally known scholars, journalists or activists: <http://www.butte.edu/feeds/2013/DiversityDays.html>

DeAnza College

Visiting Speakers Series <http://www.deanza.edu/news/2012visitingspeakers.html>

Folsom Lake Community College (Los Rios)

Has about four days in every spring dedicated to speakers and events that include tying in the “one book” project.

Foothill College

Hosts annually speakers for their STEM Lecture Series and a Career Speakers Series

Santa Monica College

Global Connections Lecture Series

Distinguished Scientists Lecture Series

Environmental Issues Lectures

...and many more.

Link to College Plans:

- ☒ Accreditation Planning Agenda Item
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Describe how objective relates to results from SLO Assessments:

Assessment results in the social sciences consistently reveal the need to improve student critical thinking. In political science, specifically, enhancing civic engagement has been key. Since teaching through example is an important pedagogical tool, this event will encourage campus-wide and interdisciplinary conversations in and outside of the classroom (critical thinking. Students may also participate in the event organizing which will enhance civic engagement. This annual event will show students how much of what is discussed in the classroom is applied in the world.

Link to CAM

Uncontrollable: not a mandated cost, but one that is fundamentally important to enhancing the educational experience for students and highlighting the academic excellence and intellectual leadership of FRC.

Safety: Not related

Student attraction: High. The publicity of this event will attract local, state, and possibly national recognition. This will attract students interested in attending a community college that values and promotes high standards and engagement.

Student success and retention: High. When students see the value the institution places on this event, it will stimulate academic interest and excellence.

Relation to student learning: High. This event, from the organization to the experience, links to each College Wide and Social Science Program SLO.

Support for employees to be effective: Good. The professional development aspect of this event is notable.

Feasibility: High. The energy and potential for interdisciplinary and interagency collaboration for this makes it immensely feasible.

BUDGET AUGMENTATIONS:

<i>Account Code</i>	<i>Budget Increase</i>	<i>Links to CAM</i>
22130	\$5,000. 00	Link to CAM Uncontrollable: not a mandated cost, but one th...

Objective:

Continue current objectives.

Action Plan (include who is responsible):

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Link to College Plans:

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Describe how objective relates to results from SLO Assessments:

You can always make improvements in instruction. That's just life, you know? Re: Prerequisites: Early data including SLOAC and statistical data on student success rates and skills preparation points to possible need for prerequisite of English 10 for most history classes.

Summary Update from Comprehensive Program Review

Describe the current status of the Program/Department/Service Area.

We're pretty awesome, thank you. SocSci is currently able to offer a basic set of courses regularly to meet student needs for GE, degree, and transfer purposes. SocSci is currently developing several new degree programs to align with state-mandates, but will require new FT faculty to implement any one of those degrees.

Explain significant issues and/or changes that have occurred since the last CPR.

No significant issues have arisen.

Briefly explain significant changes expected during the upcoming year.

Possible hire of FT faculty in Anthro/Soc as per CPR and EdPlan.

Attach Supporting Documents as Appropriate

Attachment		Attachment Description
 File Attachment		