ANNUAL PROGRAM REVIEW

NAME OF PROGRAM/DEPARTMENT/SERVICE AREA: **DSP&S**

NAME OF PERSON SUBMITTING THIS REVIEW: Terrie Rose-Boehme

DATE OF SUBMISSION: October 12, 2011

MANAGEMENT AREA (check one):

- ☐ **Administrative Services**
- ☐ **Instruction**
- ☒ **Student Services**

ASSESSMENT OF PAST PROGRESS

Describe your progress on your previous year's objectives:

Objective 1:	**Summary of Progress:**
• **Provide appropriate accommodations for DSPS students.** • **Maintain ADA and Title V Compliance.** • **Increase awareness of DSP&S services among FRC students, faculty, and staff.** **Connection to Student Services SLO's:** **#4 Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals.** **#5 Students will gain a sense of community and belonging by accessing available resources within the campus and community.**	**Provided/presented:** • **Disabilities Awareness activities** • **Ongoing technology and career workshops** • **Ongoing trainings for staff and student awareness** • **Diversity activities** • **Provision of accommodations for disabled students** • **200 Student Education Contracts**
Connection to other plans: **Strategic Direction II & III**	**Resources/Budget Used:** **DSP&S Budget plus staff time and effort.**

Objective 2:	Summary of Progress:
• Support and provide technology accessibility in DSP&S High Tech Center and on campus. Connection to Student Services SLO's: #4 Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals. #5 Students will gain a sense of community and belonging by accessing available resources within the campus and community.	Provided: • Ongoing ADA accessibility and Title V compliance. • Accommodations for 200 students. • Ongoing Assistive Technology and Adaptive Technology Workshops in the DSP&S High Tech Lab.
Connection to other plans: Strategic Direction II & III	Resources/Budget Used: DSP&S Budget and staff time and effort; Assistive Technology Specialist specifically.

Objective 3:	Summary of Progress:
• Recognize and appreciate diversity of students with disabilities. Connection to Student Services SLO's: #4 Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals. #5 Students will gain a sense of community and belonging by accessing available resources within the campus and community.	Recognized and demonstrated appreciation of diversity of students with disabilities through: • Sponsorship and/or participation in diversity events, disability awareness activities, and end-of-semester/end-of-year events. • Participation in student recognition activities and presenting of student recognition awards. • Offering workshops for disabled students throughout year.
Connection to other plans: Strategic Direction II & III	Resources/Budget Used: DSP&S Budget plus staff time and effort.

CURRENT YEAR PROGRESS AND OBJECTIVES

What objectives and tasks will you take on for this year? (You may continue objectives from the prior year.) Will your allocated resources be sufficient given your objectives? (2011 – 2012)

Objective 1:	**Action Plan** (include who is responsible)**:**
• **Provide ADA and Title V accommodations and compliance for disabled students.**	• **DSP&S staff will provide ADA and Title V accommodations (DSP&S Director and DSP&S staff assistance).**
Connection to Student Services SLO's: **#4 Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals.** **#5 Students will gain a sense of community and belonging by accessing available resources within the campus and community.**	
Connection to other plans: **Strategic Direction II & III**	**Resources/Budget Needed:** **DSP&S Budget plus staff time and effort.**

Objective 2:	**Action Plan** (include who is responsible)**:**
• **Provide DSP&S assistive technology and ongoing assistance in the High Tech Lab for disabled students.** **Connection to Student Services SLO's:** **#4 Students will develop resilience and resourcefulness empowering them to persist in attaining academic and personal goals.** **#5 Students will gain a sense of community and belonging by accessing available resources within the campus and community.**	• **The Assistive Technology Specialist (with general assistance from the DSP&S staff) will provide assistive technology and ongoing assistance to students with disabilities in the High Tech Lab.**
Connection to other plans: **Strategic Direction II & III**	**Resources/Budget Needed:** **DSPS Budget plus staff time and effort in general; Assistive Technology Specialist $15,619.62 which will reduce the position to 15 hours a week/10 months /yr. (includes a 7.5% reduction in salary).**

BUDGET CHANGE REQUESTS FOR NEXT YEAR

Please provide rationale for budget *changes* (attach budget request sheets for entire annual budget).

Budget Request(s): Amount	Account Code	**Rationale** (include connection to other plans)**:**
<$2,826.00>	2120	Classified Staffing – Reduced from 20 hours to 15 hours.
$367.00	2210	Instructional Aid Salary
<$487.00>	3000	Decreased fringes due to reduction in hours & reduction in pay.
$103.00	4325	Non-Instructional Supplies
$2843.00	6415	Replace broken equipment.

SUMMARY UPDATE FROM COMPREHENSIVE PROGRAM REVIEW

Based on data provided:

1. Describe the current status of the Program/Depart/Service Area.

In fiscal year 2009-2010, our DSP&S Base Allocation was reduced from $288, 217 to $195,899. In 2010-2011 it was further reduced to $161,770 (with prior year adjustments). For 2011-2012 the allocation is $161,292. This is a staggering reduction of $126,925, and the 2012-2013 budget will remain at $161,292. This will present significant challenges in providing special accommodations and services to disabled students.

2. Explain significant issues and/or changes that have occurred since the last comprehensive review.

- Because of the severe reduction in our DSP&S Base Allocation, the following staffing/service reductions have been implemented since the last Comprehensive Program Review:
    - The DSP&S Director has been reduced by 7.5% plus one hour per week.
    - The Instructional Assistant has been reduced by 7.5% plus 4 hours per week.
    - The Assistive Technology Specialist has been reduced by 7.5%. In addition, in 2010-2011, the Assistive Technology Specialist position was reduced from a 30hr. /week, 11 month position to a 20hr. /week, 10 month position. (**This position will be further reduced in 2012-2013 to a 15hr. /week, 10 month position.**) This has resulted in the reduction of assistive and adaptive technology services available for students.
    - Our contract with the LD Specialist/Mental Health Counselor was not renewed in fall of 2010. As a result, we are no longer able to provide LD assessment or comprehensive mental health counseling to students in need.
    - The full-time, 11month Senior Program Specialist position was eliminated in December, 2009.
- Another area severely affected by the cuts to the DSP&S budget has been our special accommodations area. We have had no monies to purchase or upgrade current assistive and adaptive technology, tape recorders, adaptable chairs, or other requested accommodations supplies/materials/equipment, and we have been unable to repair or replace broken equipment, including our surveillance system for monitoring tests, our copy machine, and our fax machine.
- Additionally, DSP&S special classes were eliminated from the Schedule of Classes in spring of 2011, further reducing access for DSP&S students to an education.

3. Briefly explain significant changes expected during the upcoming year.

2012-2013 As mentioned, the DSP&S Director will be reduced, the Instructional Assistant will be reduced, and the Assistive Technology Specialist position will be further reduced, all resulting in a critical challenge to provide services to students. There will continue to be reduced assistive technology, no assessment for students with learning disabilities, limited counseling for mental health or special needs issues, and reduced staff and operating hours. DSP&S sponsored classes will not be offered. The reduction of staff hours and services to this critically low level will result in a challenge to operate and provide special accommodations to disabled students as mandated in Title V.

APPENDIX

Attach supporting documents as appropriate. Please see Instructions for examples of supporting documents per Management Area.

DSP&S Statement of Mission

The Mission of Disabled Student Programs and Services is to promote self-confidence in an educational environment while fostering student independence. The DSP&S staff is committed to the establishment of a positive learning environment. This is achieved by focusing on academic integrity, maintaining sensitivity to our students, creating a springboard for change, and ultimately aiding in the achievement of student success. In DSP&S, our students come first; their individual needs are the focal point in our efforts to assist them in attaining their goals and potential. Our goal is to turn challenges into opportunities.

DSP&S Vision Statement

We believe:

- All students have the potential for growth and success.
- All students have the right to be treated with respect.
- The diversity brought to the campus by students with disabilities enriches the overall college learning environment.
- Education is a process of mutual responsibility in which students benefit by participating actively in meeting their educational goals.