



# Program Review

Golden West College

## General Information

### Important Information

Some people have expressed concerns about losing information after being logged off. There are some ways to avoid this.

- Please type your information into a Word document then paste the information here.
- At the bottom of the page, there is a **“Save Progress”** button. That button can be very useful. However, if you have already been logged out due to a time error, it won't actually save the information to your account. To check to see if you have been logged out, a better approach is to click the **“Previous”** button. This will take you to the previous page AND it will save what you have typed on the current page. If you had been logged off, you will be immediately notified.

Submitter's First Name:

Submitter's Last Name:

Submitter's Email:

Submitter's ID:

Submitter's Phone Number:

Type of review?  Administrative  
 Instruction (Please note: Library and Counseling should submit individual Program Reviews: One for Instruction and one for Student Services)  
 Student Services

Who is your Dean/Supervisor?  Robyn Brammer  
 Joseph Dowling  
 Rick Hicks  
 Janet Houlihan  
 Danny Johnson  
 Claudia Lee  
 Alice Martanegara  
 Carla Martinez  
 Alex Miranda  
 Kay Nguyen  
 Meredith Randall  
 Christina Ryan Rodriguez  
 Matthew Valerius  
 Tim Vu  
 Chris Whiteside

Are you the Department Chair?  Yes  
 No  
 Not applicable

Who is your Vice President?  Lee, Claudia  
 Houlihan, Janet  
 Randall, Meredith

If you experience any technical difficulties completing this form, please contact [Damien Jordan](#).

### Program Review Purpose

*“Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices” –Academic Senate for California Community Colleges, 2009-*

### Program Review Data Driven Decision Making

- Continual improvement
- Evaluation of program resource needs
- Fiscal stewardship and transparency
- Culture of evidence

## Program Review Reporting Cycle

1. Program Review will be conducted every two years beginning Fall semester 2021.
2. Department Chair/Originator will be given feedback at each step in the process.
3. Data provided by ORPIE, including statewide data for success given to departments the first week of October (October 8, 2021).  
Originator: The originator owns this information (usually the Department Chair). The document is "locked" unless sent back.(October 22, 2021).
4. Department Chair: If the Department Chair did not submit the document, it will go to the Department Chair for general feedback (November 1, 2021).
5. Dean/Supervisor: The Dean/Supervisor provides feedback in a single text box. The Dean/Supervisor may send back to the Department Chair if something needs to be changed. (November 8, 2021).
6. IEC: IEC provides feedback for a technical review. (November 15, 2021).
7. CCD: provides feedback on curriculum or instruction section. (November 22, 2021).
8. Vice President: The identified VP provides feedback and can send the document back for edits (December 1, 2021).
9. Review: The Department Chair incorporates the feedback and resubmits. The Dean/Supervisor can send back if there is still something missing (January 31, 2022).
10. Submission: Once the originator (Department Chair) submits the document, it will be locked (February 11, 2022).
11. Committee Reviews: Requests for funding will be sent to committees for their review (February 11, 2022). Reviews by committees must be submitted to Planning and Budget by March 15, 2022.
12. Hiring Deadline: Approved requests for faculty positions will be provided by the Executive Team (February 25, 2022).
13. Hiring Deadline: Ratings for classified professional positions will be provided to the Executive Team by April 22, 2022.
14. Funding Deadline: Planning and Budget will make determinations on Categorically funded requests (April 22, 2022).
15. General Funds and Classified positions: Items funded through general funds and available Classified Professional Positions will be determined (October 7, 2022).

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## Program Information

Name of Program (Academic Programs should be listed per discipline)

\* Kinesiology

Please provide a brief description and any significant change in your program since the last program review cycle.

Over the last few years we have seen a decrease in enrollment but have continued to maintain the high success rates within the Kinesiology course offerings along with the retention of students. During the pandemic we successfully shifted all of our course offerings to online modalities and have yielded a very positive response with students and faculty.

What are your program's strengths?

\* We continue to improve and grow as a department and the collaboration across the department has helped everyone support each other on and off campus.

What are the challenges for your program? (If there are regulations or requirements for your program that require additional support, please note those here.)

\* One of our challenges is scheduling to meet the needs of all students. Kinesiology has been strong and steady since the implementation of the ADT degree but could likely see additional growth if we worked more closely with departments across campus. We have continued to work with local high school districts to grow the availability of courses for Dual Enrollment along with the steady growth of students posting the Kinesiology ADT Degrees and/or transferring to 4-year institutions but could benefit to help more students on our campus as well.

## INSTRUCTIONAL PROGRAMS

**Do any of the courses in your program have a CTE TOP code?**

- Yes
- No

**What type of awards does your program offer?**

- Certificates
- AA/AS Degree
- Associate Degree for Transfer

Please provide the information for the number awards for Associate Degrees (CCI-approved), Associate Degrees for Transfer (State-approved), and Certificates of Achievement for this program. Please put N/A if an area is not applicable for your program.

	3-years ago	2-years ago	1-year ago
Certificates	* N/A	* N/A	* N/A
Associate Degrees	* N/A	* N/A	* N/A
Associate Degrees for Transfer	* 21	* 23	* 24

Please comment on the trends for the number of awards. You may then comment on any other relevant information provided by the Office of Research, Planning, and Institutional Effectiveness (ORPIE).

\* The ADT awards in Kinesiology has increased over the past 3 years.

For the below questions, please provide your FTES (full-time-equivalent students, resident) divided by your FTEF (full-time-equivalent faculty). Please submit your rates from four years ago, two years ago, and this year.

**Please note:** For programs with earned credit, please use FTESr/FTEF. For non-credit or the International Students Program, please use FTESm/FTEF.

**FTES/FTEF ratio from 3 years ago**

\* 32.

**FTES/FTEF ratio from 2 years ago**

\* 31.

**FTES/FTEF ratio from last year**

\* 23.

Outside of hiring new faculty (which should be included in your program goals, if needed), please discuss this trend and your plan for improving efficiency

Increase the variety of course offerings and course scheduling to accommodate both daytime and nighttime students.

**Using the data received from Office of Research, Planning, and Institutional Effectiveness (ORPIE), what strategies has your department implemented over the past two years to be more inclusive of the distinct student populations you serve?**

\* Economically disadvantaged students is our largest demographic of students enrolled in Health, Kinesiology and Physical Education courses. We are working diligently as a department to provide students with as many opportunities to take classes in our area while being sensitive to costs and expenses associated with being a student. We have had many discussions about modernizing/upgrading facilities and creating a space that is exciting for our students. We believe, more importantly that if we are able to bridge the gap between low costs to attend GWC and providing optimal learning experiences students will persist in our programs.

**Identify challenges and successes with respect to mode of delivery and/or technology. For instructional programs, address any differences between on-campus and distance education.**

\* One of the largest challenges we faced during the pandemic was that all faculty were moved online regardless of background and training. The successes were that we were able to adapt and successfully transition online during a pandemic and we have now been given the opportunity to rethink the way in which we offer all of our classes.

## Program Review Curriculum

**After a thorough review of your courses, provided by CCI...**

Do you have any courses that have not been updated to CCI within the required timeframe (6 or more years for a transfer-level-course; 3 or more years for a CTE course)?

- Yes
- No

For classes where the date of revision is more than 6 or more years for a transfer-level-course or 3 or more years for a CTE course, revisions for all such

classes to CCI are required within the next two academic years.

- I understand

Do any of your SLOs use the exact wording as the course objectives?

(SLOs should be written to reflect and encompass the course objectives while not using the exact same language as the course objectives)

- Yes
- No

SLOs must use different wording than the Course objectives. SLOs should reflect the objectives without mirroring the language. You indicated that one or more of your courses needs to have a revision submitted to CCI within the next two academic years.

- I understand

Are there courses in your Program (Degree/Certificate) that have not been successfully offered since the last Program Review? (Please note, classes that were cancelled, they were not successfully offered).

- Yes
- No

Do you have active courses that are not part of a degree or certificate?

- Yes
- No

Please indicate the name of the course(s) and the name(s) of the certificate(s) or degree(s) you intend to connect it to when you submit your revision to CCI.

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Once we finalize the above, we will make multiple options available for faculty to complete.

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How are you using your Program SAOs/SLOs to improve your program outcomes? (If you are not actively using SAOs/SLOs to improve program outcomes, discuss how you plan to do so in this coming Program Review Cycle.)

In order to improve program outcomes our Program SLOs need to be updated and evaluated. Making the necessary updates will help encourage all FT and PT instructors to participate and present the process in a more meaningful way.

## Program Review Goals and Requests for Funding

**Requests – If you are requesting any of the following, they *MUST* be addressed within your Department goals.**

- Faculty
- Equipment, Facilities, Technology
- Support Staff

(When you click that you need any of the above (Faculty, Equipment, Facilities, Technology or Support Staff) you will be provided the appropriate form on subsequent pages of this document)

### Vision 2030 Goals Legend

1. **Enrollment:** GWC will increase credit and noncredit enrollment while providing efficient academic programs and student services.
2. **Equity and Success:** GWC will support, enhance, and develop equity-minded services and academic programs that lead to student success.
3. **Completion:** GWC will ensure students' timely completion of degrees and certificates by providing high quality academic programs and student services.
4. **Workforce Preparation:** GWC will support student success by developing and offering academic programs and student services that maximize career opportunities.
5. **Facilities:** GWC will provide flexible, accessible, and sustainable learning environments that support the success of students, faculty, staff, and communities.
6. **Professional Development:** GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of College Goals.
7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.

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## Goals from Previous Program Review Cycle

Please refer back to the goals from your previous Program Review cycle and summarize all outcomes for each goal.

Summary and Outcomes of Previous Goals (from the last Program Review), including resource requests and if they were funded or not.

Our previous goals consisted of working to increase enrollment within the department, creating a certificate and working on our connections to the local high schools for dual enrollment. We have continued to see growth and success with connecting to the local high schools. We have recently added new KIN course offerings through Dual Enrollment and continue to see the positive impact we are able to make with our local high school students.

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## Goals for Current Program Review Cycle

Current goals should be connected to Vision 2030.

### Goal 1 (Required)

#### Description of Program's Goal

Increase enrollment in our Kinesiology classes.

#### What actions will the program take to accomplish this goal?

Our department will work to collaborate with disciplines that directly influence the other classes included in the Kinesiology ADT.

#### What metric will you use to measure your goal?

FTEs will be our metric for measurement.

**Which of the College's missions and goals does this goal support? (Vision 2030)**

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation

- Facilities
- Professional Development
- Communication

**Requests: What do you need to accomplish this goal? (Mark any or all that apply)**

Please note: Indicating one of the following will create a form to appear on a subsequent page.

- Faculty
- Facilities
- Technology
- Equipment
- Professional Development (funding request)
- Support Staff (permanent classified)
- None of the above

## Goal 2 (Required)

### Description of Program's Goal

\*Create a certificate program in the area of athletic training, personal training or coaching.

### What actions will the program take to accomplish this goal?

\*We will work with current faculty and collaborate with Strong Workforce to design a certificate that will be positive for students beyond their time at GWC.

### What metric will you use to measure your goal?

\*We will use the creation of new courses and/or the certificate as our form of measurement.

### Which of the College's missions and goals does this goal support? (Vision 2030)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

**Requests: What do you need to accomplish this goal? (Mark any or all that apply)**

- Faculty
- Facilities
- Technology
- Equipment
- Professional Development (funding request)
- Support Staff (permanent classified)
- None of the above

## Goal 3 (Required)

### Description of Program's Goal

\*Increase enrollment with students involved with dual enrollment and concurrent enrollment.

### What actions will the program take to accomplish this goal?

\*We will work with our Dual enrollment program coordinator as well as the local high schools that we have already established relationships with.

### What metric will you use to measure your goal?

\*Enrollment metrics related to students that are registered as Dual Enrollment and/or concurrent enrollment students, will be our metric of measurement.

### Which of the College's missions and goals does this goal support? (Vision 2030)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

**Requests: What do you need to accomplish this goal? (Mark any or all that apply)**

- Faculty
- Facilities
- Technology
- Equipment
- Professional Development (funding request)
- Support Staff (permanent classified)
- None of the above

## Goal 4 (Optional)

**Description of Department's Goal**

**OTHER INFORMATION**

What additional information would you like to share about your program?

In coordination with the Athletics Department a request for new faculty hiring is being requested. While the primary load will come from ATHL classes the remaining of the load for this potential new hire will come from a combination of HLED, KIN and PE classes.

Optional file upload (if desired)

Optional file upload (if desired)

## General Information

**You have finished your Program Review!** Your supervisor, IEC, and (possibly) CCD will review your submission and provide feedback.

**Please note, you will only be able to edit this form again if it is returned to you from your supervisor or your VP. Please stay in touch with your supervisor, if you receive feedback that you wish to incorporate.**

...3936313337

*Leilani Johnson*

Signature

02/07/2022, 10:36 AM

Date

## Review Feedback

Dean/Supervisor: Please provide feedback on this Program Review

**Deans/Supervisors - If you would like to return this document to the originator, prior to IEC's review, please DO NOT CLICK NEXT here.**

**Instead, please click on "Return for Revision" (bottom of page) to send the document to the originator.**

**If you sign the document, it will go forward to IEC.**

**You will get another chance to review the document after IEC, CCD (if instructional), and the Vice President have provided comments.**

IEC: Please provide feedback on this Program Review

Goal #3 should be "concurrent" (not current). Metric Dual/CC Enrollment instead of FTES.

Dean's Second Review

Superuser final check

## CCD Reviewer

1. **Once you click the checkbox button below, scroll to the bottom and**
2. **Click on "Return for Revision" to send the document to the originator. DO NOT CLICK NEXT. When you click on Return for Revision, you will be given a page to provide your feedback.**

I have completed the CCD Review

**Vice Presidents - If you would like to return this document to the originator, prior to the Dean's 2nd review, please DO NOT CLICK NEXT here. Instead, please click on "Return for Revision" to send the document to the originator. If you want to see the document again, please remove any comments from this page and add your comments on the email page that appears after you return the document.**

**If you sign the document, it will go back to the dean for a final review. If the dean forwards the document without returning it, the document will be locked, and the originator will not be able to incorporate the feedback from the reviewers.**

Please provide feedback here. When finished, click on "Return for Revision" at the bottom of this page.

Vice President: Please provide feedback on this Program Review

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### DEAN'S ASSESSMENT OF POTENTIAL FUNDING METRICS

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Which of the following *might* be a potential funding source for any of your requests? (Mark all that apply - or skip if not applicable)

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- Equity:** Help disproportionately impacted students outside the classroom to either come to the college (access), stay in college (retention), complete transfer-level math or English, complete their degree/certificate, or transfer to a 4-year institution.
- Higher Education Emergency Relief Fund (HEERF II):**  
Assist students impacted by the COVID-19 pandemic
- Lottery:**  
Purchase of instructional materials to be used by students in the classroom.
- State Funded Equipment:**  
Any equipment considered that will last more than a year and costs more than \$5,000 that is used within the classroom.
- Workforce Development:**  
Improve the access, retention, or degree/certificate/career attainment for students in non-credit, Career Education, or career development

Dean / Supervisor  
Signature

Electronically signed by Rick Hicks on 10/21/2021 5:58:53 PM

IEC Signature

Electronically signed by Robyn Brammer on 11/15/2021 10:17:08 AM