

Search Standards By User

Source: APR

Cycle: Administrative Program Review 2016-17

User Name: Engel, Karen

Response Types: All Responses Types

1 Executive Summary

0 Executive Summary

Summarize your program's strengths, opportunities, challenges, and action plans.

Response Detail

No Response Information to Display

Narrative

Highlights of the PRIE accomplishments:

- Enhance and improve program review data packets for academic programs as well as student services programs
- Establish data dashboard for data democracy and create culture of inquiry: recieved RP Award Excellence in College Research 2016
- Support college's planning process and monitor the progresses of college's plans
- Establish and create Assessment Handbook, Assessment Coach (Teaching, Learning, and Assessment Coaches) to monitor the assessment process
- Collaborate with ACES on progressional development related to research and data

Suggested Follow Ups

Date	Suggested Follow Up
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No Suggested Follow Ups to Display

2 Program Context

1 Mission

How does your program align with the college's mission. If your program has a mission statement, include it here.

Response Detail

No Response Information to Display

Narrative

PRIE's mission is to support all planning, research, program review, assessment, and accreditation essentials to support academic programs, student services programs, and administrative services in order to ensure our students' success at Cañada College.

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No Suggested Follow Ups to Display

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2 Program Description

Program description.

Response Detail

No Response Information to Display

Narrative

- Oversee the ongoing development and implementation of the College strategic plan by ensuring the development of meaningful objectives and consistently reporting the outcomes;
- Provide leadership in the development of policies and procedures for planning and research;
- Coordinate a systematic and integrated institutional planning process that is aligned with accreditation, the campus strategic and master plans, and other planning related requirements;
- Compile, analyze, and maintain statistical and other data for reports related to institutional effectiveness including: student equity, enrollment, demographics, productivity, student success, retention, persistence and transfer rates, and provide reports as assigned; coordinate timely responses to surveys and reports required by external agencies and other ongoing College efforts to measure its effectiveness;
- Provide consultation, support and technical assistance on specific research and grant projects for divisions, department programs, governance committees and individual faculty;
- Provide leadership in academic, support and administrative assessment efforts;
- Provide leadership in the preparation and the management of response efforts related to accreditation as required by the ACCJC.

Suggested Follow Ups

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No Suggested Follow Ups to Display

3 Community and Labor Needs

Describe how changes in community needs, employment needs, technology, licensing, or accreditation affect your program.

Response Detail

No Response Information to Display

Narrative

PRIE adjusts its priorities based on the senior leaders', district's, state's, and accreditation's changes and needs to support the institution's directions.

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3 Looking Back

4 Major Accomplishments

Describe major accomplishments.

Response Detail

No Response Information to Display

Narrative

1. Improved Program Review Data Reports/Packets including equity aspect based on the requests of Academic Senate and ACES
2. Established iRB process and procedure
3. Developed research request form and established process
4. Integrated/restored research function between grants and PRIE.
5. Improved Data Dashboard performance and training
6. Improved/completed planning progress reports
7. Supported improvement of the planning processes
8. Improved assessment reports (SLO, PLO in programs, PLO in degrees, PLO in certificates, ILO) and Assessment Handbook
9. Completed MMAP and findings are contributed to the field
10. Collaborated Transfer Data Story (ACES project) and findings are contributed to the College
11. Established/Created Data Democracy via Data Dashboard
12. Collaborated with ACES to contribute to Culture of Inquiry
13. Improving Integrated Planning and Institutional Effectiveness
14. Successfully completed ACCJC Mid-Term Report 2016
15. Organized and established the EMP process to create the Educational Master Plan 2017-2022.
16. Continuing improvement of SPOL implementation.

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5 Impact of Resource Allocations

Describe the impact to-date that each new resource (staff, non-instructional assignment, equipment, facilities, research, funding) has had on your program/unit/office and measures of student success or client satisfaction.

Response Detail

No Response Information to Display

Narrative

Student assistant (20 hours/week):

- o Clean, convert, and post all the program review data packets, plans, feedback reports (including 40 academic program review plans, 40 feedback reports, 15 student services program review plans, 15 feedback reports, 5 administrative program review plans, and 5 feedback reports)
- o Run, clean, convert, and post all the assessment reports (including 40 degree PLOs, 30 certificate PLOs, 15 program PLOs, 40 PLO alignment reports, 40 PLO alignment assessment results reports, all couser level SLOs, ILO alignment reports, and ILO alignment assessment results reports)
- o Provide support on grants related research assistant work—data entry
- o Provide clerical work (copying, filing, etc.) to the administrative assistants of VPI and VPSS.

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4 Current State of the Program

6.A. State of the Program - Observation

Describe the current state of the program (May include strengths and challenges).

Response Detail

No Response Information to Display

Narrative

Planning: strengthen planning process and progress; create assessment manual; supporte and develop EMP plan.
Research: strengthene Data Dashboard, strengthene/expande program review data packet reports including equity aspect.
Program Review and Assessment: supporte program review data needs; supporte SPOL; generated/streamlined SLO reports for easy access.
Accreditation: supported/coordinated the ACCJC Mid-Term Report 2016.

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6.B. State of the Program - Evaluation

What changes could be implemented to improve your program?

Response Detail

No Response Information to Display

Narrative

**Planning: Streamline all the planning efforts based on the IEPI PRT Recommendations; Supporte and develope EMP plan.
Research: Continue strengthening data democracy—provide the campus data tools for them to evaluate their program effectiveness.**

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No Suggested Follow Ups to Display

7.A. SAO Assessment Plan

Describe your program's SAO assessment plan.

Response Detail

No Response Information to Display

Narrative

A survey was designed based on the Dean of PRIE's job description to evaluate PRIE Service Area Outcomes (SAO). This survey was also used for 2015 PRIE program review. Therefore, we are able to compare the discrepancy between 2015 and 2017. The PRIE Assessment Plan is to continue using the same survey and improve our services based on the survey results. There are 4 areas in PRIE's SAO with 18 Liker-scale items and 5 open-ended questions:

- **Planning (5)**
- **Research (7)**
- **Program Review and Assessment (3)**
- **Accreditation (3)**

Survey was emailed to the whole campus and only 48 responded. The return rate is very small.

Lesson learned/Takeaway:

- **Considering send survey the targeted audience those who received services from PRIE or work closely with PRIE**
- **Consideing Governance Councils and specific committees**
- **Between 10% to 40% respondants indicated they do not know some items especially accreditation. Many comments indicated that they cannot answer the survey questions because they do not know.**

Please see survey result in details from page 8-10.

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7.B. SAO Assessment Results and Impact

Summarize the findings of your program's SAO assessments. What are some improvements that have been, or can be, implemented as a result of SAO assessment?

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The survey result is summarized by percentage of agree or strongly agree.

Strengths:

By comparing the results from 2015 and 2017, with those respondents who provided rating, all 18 items are improved from 2015 to 2017, except one item—PRIE developed and reviewed measures of institutional effectiveness.

The most improved areas (13% increase) are: (a) PRIE provided leadership in academic, support and administrative assessment and program review efforts and (b) PRIE coordinated program-specific assessment and planning activities, including departmental program review.

Examples for the areas received 96% or higher on agree or strongly agree:

- PRIE supported and oversaw the implementation of the college strategic plan, Educational Master Plan and college plans by regularly monitoring and reporting the outcomes. (100%)
- PRIE provided leadership in the development of policies and procedures for planning and research that is aligned to District and College goals and missions. (100%)
- PRIE provided consultation, support and technical assistance on specific research and grant projects for divisions, departments, governance committees, etc. (97%)
- PRIE collaborated, compiled, and submitted accreditation-related reports. (96%)
- PRIE managed response efforts as required by the Accreditation Commission. (96%)
- PRIE acted as the Accreditation Liaison Officer and coordinated continuing logistics in preparation for accreditation review. (96%)

Challenges

The areas are:

- PRIE provided leadership in the design implementation, and analysis of student satisfaction surveys, campus climate and community surveys. (89%)
- PRIE developed and reviewed measures of institutional effectiveness. (88%)

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5 Looking Ahead

8 Program Improvement Initiatives

How will you address the opportunities for improvement that you identified throughout the prior sections of this Program Review? What research or training will you need to accomplish these plans? What supplies, equipment, or facilities improvements do you need? Please do not include a written response here. Rather, use the Planning module of SPOL to create your Strategic Action Plans.

Response Detail

No Response Information to Display

Narrative

Go to Planning Module to view the strategic action plan.

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9 Personnel Projections

List the current and near-future new or replacement staff positions that you anticipate requesting. Identify the term or year in which you anticipate submitting the staffing request. If none are anticipated, please write "not applicable". (List only; no justification needed here.)

Response Detail

No Response Information to Display

Narrative

There is no Narrative Entered.

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