



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.
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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-

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 Catorically 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).

Important Update

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-

Program Information

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

Sociology

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

The most notable change is the untimely passing of our only full time sociologist, Nina Chapman. Despite the loss, the sociology discipline has created the Social Justice AD-T, approved by the state and effective Fall 2021, along with the new courses necessary to support the degree. The sociology AD-T also has undergone revisions and courses are being revised for submission to Area F ethnic studies. We continue to offer a variety of courses for GWC and support dual enrollment sections of sociology.

What are your program's strengths?

Sociology is widely popular and required to support multiple other programs on campus, including nursing. The discipline has a wide range of electives to spark student interest and offers approximately 15 sections per semester plus several in summer and winter. The program is also able to support larger numbers of students in LCF sections of introduction to sociology. Although enrollments are down, as reflected college-wide, the success rates and retention in sociology have increased across the majority of the population groups, and success rates exceed the college average.

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

Sociology courses are taught 100% by part time faculty, having fluctuated over the past 5 years between 50% and 75%. With a total FTEF in 2020-2021 of 4.1, the discipline is grossly underrepresented by full time faculty. The discipline was the next in line for a full time hire to have 2 full time faculty. We now have none. There also is an equity gap for Hispanic/Latinx students that should be looked at improving. An additional challenge is to create more systematic scheduling with rotating electives and modalities to provide options for students and improve fill rates. The discipline also faces challenges with competing courses from related disciplines being offered at the same time.

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 | 0 | 0 | 0 |
| Associate Degrees | 0 | 0 | 0 |
| Associate Degrees for Transfer | 46 | 46 | 40 |

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).

Recent revisions to the sociology AD-T, effective Fall 2021, have opened up the options for students to complete the degree. The increase in flexibility is expected to boost AD-T awards significantly in the upcoming years. The new Social Justice AD-T is also maintained by sociology. The second degree offering will also boost awards for the discipline. As with the other social sciences, sociology is a primary discipline that supports the 745 Liberal Arts: Social and Behavior Sciences degree award, the largest on campus.

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

48

FTES/FTEF ratio from 2 years ago

46

FTES/FTEF ratio from last year

44

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

The efficiency in sociology is well above the college average of 31. Further, the average enrollment per section is 65.9 students in 2020-2021 with a fill rate of 86%.

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?

Development of new courses in gender, LGBTQ, social justice, and revision of Chicana/o studies should provide greater diversity and inclusion for the GWC student population.

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.

Lack of a new instructional building and classroom space to support larger on campus sections is an ongoing challenge. Classes are shifted to all online modality and class sizes have been unreasonably large at the detriment of student success. We also struggle to find quality faculty willing to teach on campus classes and the variety of electives offered in sociology.

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

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

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

CCI will be providing a list of all courses not successfully offered within 2 years. These classes should be suspended or retired through CCI prior to the next Program Review. If there are extenuating circumstances, please provide those here.

SOC 133: Introduction to Chicana/o has not been offered as the COR was out of date and for a lack of available faculty to teach the class. The course has recently approved revisions at CCI and pending Area F CSU approval with the 12/2021 submissions will be offered in Fall 2022.

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.

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

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.)

SLO assessment has declined in the past 2 years. Given the prevalence of part time faculty teaching the majority and now all sections, assessment rates are down. The SLOs also needed updating to reflect relevancy to the course. All but 3 courses have undergone revision and approval at CCI. With new more applicable SLOs and the hire of two full time faculty, SLO assessment should increase.

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.

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.

Previous Program Review Goals encompassed all three Social Science Department disciplines of economics, political science, and sociology and included psychology at the last program review. The programs had widely varying data and needs of which some goals were accomplished and some were not. We hired a full time political science faculty member and have been successful at offering core courses in non-LCF modality. Lowering class sizes is a driver of increased student success seen across the social science disciplines. We still have some progress to make in a few courses/disciplines. Covid-19 and a transition to all virtual instruction has improved distance education courses. We have also developed the social justice AD-T. Past goals that have not been accomplished are the hire of a full-time sociologist. A social science building has not been placed as a priority for construction, and we lack appropriate classroom space conducive to learning and a social science center/student hub. Collaboration with other division disciplines to avoid scheduling conflicts has not occurred and leaves sociology courses competing unnecessarily against sister disciplines.

Goals for Current Program Review Cycle

Current goals should be connected to Vision 2030.

Goal 1 (Required)

Description of Program's Goal

* Hire and tenure 2 new full time faculty in sociology.

What actions will the program take to accomplish this goal?

* Submit faculty requests.

What metric will you use to measure your goal?

* Tenure of two new full time faculty in sociology.

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

* Improve scheduling.

What actions will the program take to accomplish this goal?

* Work to create a systematic rotation of electives to maintain high fill rates and efficiency. Rotate course modalities on electives and offer a variety of options for core classes to provide students an option between face to face and 100% asynchronous online. Collaborate with other disciplines that sociology courses compete against.

What metric will you use to measure your goal?

* Course schedule number of offerings and fill rates.

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

* Growth in degrees awarded for the Sociology AD-T and Social Justice AD-T.

What actions will the program take to accomplish this goal?

* Increased marketing for the new Social Justice AD-T. Hiring of new quality faculty to increase interest in courses.

What metric will you use to measure your goal?

* Number of degrees awarded.

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

Creation of a Social Science student center and development of new and innovative classroom spaces through the construction of a new instructional building.

What actions will the program take to accomplish this goal?

Locate existing spaces on campus for student and faculty collaboration, both in class and out of class. Assist with design of new instruction building to create new spaces to meet student needs in sociology.

What metric will you use to measure your goal?

Construction of a new instructional building.

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 5 (Optional)

Description of Department's Goal

OTHER INFORMATION

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

Optional file upload (if desired)

Optional file upload (if desired)



Program Review

Academic Senate
Faculty Request

Faculty Hiring Criteria:

The primary sources of information for ranking/rating program/department needs are:

- Faculty Request Form
- Program Review Reports
- Program Vitality Reports (PVR) if applicable
- Data tables summarizing key program measures

All data listed will be provided by the Office of Research, Planning and Institutional Effectiveness (ORPIE).

NOTE: All analysis of data is trend over the past 4 to 6 years (3 PR cycles = 1 SP cycle)

PROGRAM NAME & CONTACT

Program Review Unit/Department:

Sociology

How many faculty requests would you like to submit?

- 0
- 1
- 2
- 3
- 4

First Faculty Request - Position Information

Position title and area of specialization (if applicable).

Sociology (General)

Please post your job description (or upload below)

If desired, please upload your job description

Program Classification (Check all that apply).

- Instructor (Transfer-level classes)
- Instructor (CTE classes)
- Instructor (ELL/ESL or Non-Credit)
- Counselor
- Librarian
- Other

Does this faculty request meet the criteria for **Extenuating Circumstances** beyond the department/program control since the last 2 PR cycles? (Check all that apply and describe or leave all blank if none apply)

- Untimely death or loss of faculty member due to health conditions
- Sudden unexpected retirement or resignation
- Failed Search since last PR cycle (i.e., the position was approved by the executive but not filled for any reason).
- Loss of Tenure-track faculty
- Legal/Mandatory requirements

Please describe what you checked above.

Passing of Nina Chapman in December 2020.

Respond fully to each of the following two prompts. Your responses to the listed criteria and data parameters are the basis from which Senators apply the criteria to determine the rating/ranking of this request. Be as specific as possible in your responses.

PROGRAM/DEPARTMENT NEEDS (1 – 10 points)

- 1 - 4 points: Little or no contribution or impact
- 5 - 7 points: Some contribution or impact
- 8 - 10 points: Significant contribution or impact

How does this request for a faculty position meet the following criteria?

Important considerations in this prioritization process are conditions unique to the program/department which support the need for additional full-time faculty, such as: (Check all that apply and describe)

- Programs/departments with no or few full-time faculty to teach high demand area or for maintaining on-going (sequential) majors or certificates.
- Programs/departments with no or few full-time faculty

- Negative impact created by the loss of full-time faculty due to retirement or non-replacement of full-time positions.
- There is not sufficient full-time faculty to develop and maintain current curriculum for the program/department.
- The program/department cannot maintain a stable core of FT to PT ratio to provide a quality program or program growth.
- There are substantial problems of coordination/supervision of the program's/department's PT faculty.
(There are not enough FT faculty to coordinate, train, and supervise the PT faculty.)
- There is difficulty in finding and keeping qualified PT faculty.
- Relevant, necessary courses are not taught or are cancelled because of the absence of qualified full or part-time faculty.
- New developments and/or trends in the service area that would influence a determination of need for the position.
- Supervision is required to reduce health and safety hazards.
- Preparation for careers/employment in fields with strong current and future prospects.

Please describe what you checked above.

Sociology lost its only full-time faculty member in December 2020.

What program/department conditions (such as cutbacks, lack of offerings, no replacements, facilities, coordination of part-time faculty, new program requirements, etc.) support the need for additional full-time faculty?

We do not have part-time faculty that can teach the variety of electives in sociology. Curriculum can not be updated and maintained.

COLLEGE-WIDE NEEDS (1 – 10 points)

- 1 - 4 points: Little or no contribution or impact
- 5 - 7 points: Some contribution or impact
- 8 - 10 points: Significant contribution or impact

How does this request for a faculty position meet the following criteria?

Where other considerations are relatively equal, does the request for this position contribute/impact the operations of other college programs such as: (Check all that apply and describe)?

- Coursework required or recommended for several degree/certificate programs.
- Significant general education requirements
- Serve substantial numbers of the student population
- Serve a special population of students not served by other programs
- Application to Statewide Community College Goals of serving students in Transfer, Degree and CTE programs
- New programs the college wants to develop and support through resources, facilities
- Contributions to college and district goals including student equity
- Negative fiscal impact to college created by the lack of full-time faculty due to retirement or non-replacement of full-time positions

Please describe what you checked above.

Sociology is a high-demand program. It supports two of its own AD-Ts in Sociology and Social Justice and is tied to several AD-Ts and AAs and supports popular programs, such as nursing. The new social justice program directly supports student equity and marginalized groups. New Area F requirements for ethnic studies also creates additional demands on the department.

Upload additional information (if desired)

If there are any licenses, certificates, or degrees required for this faculty position, please describe them here.

The full-time tenure track hire in sociology would need to meet the minimum qualifications for sociology.

How does this position address stated long-term college plans and Vision 2030 Goals?

A full-time tenure track hire in sociology will increase enrollment, equity and success, and completion. Full-time faculty are necessary for communication across the campus.

You have more than 1 faculty request.

Please rank this request against your others. For example, if you are requesting 3 faculty for this discipline, you could put a "2" in this box, a "1" in the next box, and a "3" in the final request box. This will help later reviews better understand the needs of your program and your preference for hiring. If you only have 1 request, please put a "1" here.

1

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- No concerns
- I have concerns

Comments:

The petition to fill this position is based on an existing vacancy in the discipline. The absence of a FT faculty member has lessened curriculum development by a discipline expert, evaluations of PT faculty, department representation and advocacy, and departmental stability. Filling this position is auspicious for a growing discipline that attracts a solid number of students to its degree.

Second Faculty Request - Position Information

Position title and area of specialization (if applicable).

Sociology (Ethnic Studies/S

Please post your job description (or upload below)

If desired, please upload your job description

Program Classification (*Check all that apply*).

- Instructor (Transfer-level classes)
- Instructor (CTE classes)
- Instructor (ELL/ESL or Non-Credit)
- Counselor
- Librarian
- Other

Does this faculty request meet the criteria for **Extenuating Circumstances** beyond the department/program control since the last 2 PR cycles? (*Check all that apply and describe or leave all blank if none apply*)

- Untimely death or loss of faculty member due to health conditions
- Sudden unexpected retirement or resignation
- Failed Search since last PR cycle (i.e., the position was approved by the executive but not filled for any reason).
- Loss of Tenure-track faculty
- Legal/Mandatory requirements

Please describe what you checked above.

Respond fully to each of the following two prompts. Your responses to the listed criteria and data parameters are the basis from which Senators apply the criteria to determine the rating/ranking of this request. Be as specific as possible in your responses.

PROGRAM/DEPARTMENT NEEDS (1 – 10 points)

- 1 - 4 points: Little or no contribution or impact
- 5 - 7 points: Some contribution or impact
- 8 - 10 points: Significant contribution or impact

How does this request for a faculty position meet the following criteria?

Important considerations in this prioritization process are conditions unique to the program/department which support the need for additional full-time faculty, such as: (*Check all that apply and describe*)

- Programs/departments with no or few full-time faculty to teach high demand area or for maintaining on-going (sequential) majors or certificates.
- Programs/departments with no or few full-time faculty
- Negative impact created by the loss of full-time faculty due to retirement or non-replacement of full-time positions.
- There is not sufficient full-time faculty to develop and maintain current curriculum for the program/department.
- The program/department cannot maintain a stable core of FT to PT ratio to provide a quality program or program growth.
- There are substantial problems of coordination/supervision of the program's/department's PT faculty.
(There are not enough FT faculty to coordinate, train, and supervise the PT faculty.)
- There is difficulty in finding and keeping qualified PT faculty.
- Relevant, necessary courses are not taught or are cancelled because of the absence of qualified full or part-time faculty.
- New developments and/or trends in the service area that would influence a determination of need for the position.
- Supervision is required to reduce health and safety hazards.
- Preparation for careers/employment in fields with strong current and future prospects.

Please describe what you checked above.

New courses to support the Area F ethnic studies requirement and the social justice AD-T program lack adequate qualified faculty. The courses improve equity and inclusion across the campus with an emphasis on marginalized populations.

What program/department conditions (such as cutbacks, lack of offerings, no replacements, facilities, coordination of part-time faculty, new program requirements, etc.) support the need for additional full-time faculty?

There are no full-time faculty in a discipline with 121.5 LHE and a total FTEF of 4.1 and enrollments per section of 65.9 students. The academic area is growing statewide, but ours is hindered by a lack of full-time faculty leadership and coordination.

COLLEGE-WIDE NEEDS (1 – 10 points)

- 1 - 4 points: Little or no contribution or impact
- 5 - 7 points: Some contribution or impact
- 8 - 10 points: Significant contribution or impact

How does this request for a faculty position meet the following criteria?

Where other considerations are relatively equal, does the request for this position contribute/impact the operations of other college programs such as: (*Check all that apply and describe*)?

- Coursework required or recommended for several degree/certificate programs.
- Significant general education requirements
- Serve substantial numbers of the student population
- Serve a special population of students not served by other programs
- Application to Statewide Community College Goals of serving students in Transfer, Degree and CTE programs
- New programs the college wants to develop and support through resources, facilities
- Contributions to college and district goals including student equity
- Negative fiscal impact to college created by the lack of full-time faculty due to retirement or non-replacement of full-time positions

Please describe what you checked above.

Area F requirements for ethnic studies is expanding to encompass Title 5, CSU general education requirements, and future C ethnic studies general education requirements. The social justice program supports under-represented populations based on race, ethnicity, and gender identification.

Upload additional information (if desired)

If there are any licenses, certificates, or degrees required for this faculty position, please describe them here.

The full-time tenure track hire in sociology would need to meet the minimum qualifications for sociology. Desirable qualifications will include specialization in race, ethnic, and/or gender studies.

Advisory board recommendations or requests.

Not applicable.

How does this position address stated long-term college plans and Vision 2030 Goals?

A full-time hire in sociology will increase enrollment, equity and success, and completion. Sociology is expected to have growing degree awards with the recent revisions adding flexibility to the sociology AD-T and the newly effective social justice AD-T. All students will be required to complete an Area F ethnic studies course for graduation and transfer, supported by a number of courses in sociology.

You have more than 1 faculty request.

Please rank this request against your others. For example, if you are requesting 3 faculty for this discipline, you could put a "2" in this box, a "1" in the next box, and a "3" in the final request box. This will help later reviews better understand the needs of your program and your preference for hiring. If you only have 1 request, please put a "1" here.

2

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- No concerns
- I have concerns

Comments:

There are new courses in SOC that support the Area F - Ethnic Studies requirements. Additionally, the new ADT in Social Justice is not supported adequately given the absence of a FT SOC faculty member. Additionally, SOC courses have the potential to be included in the Dual Enrollment Program given the popularity of the discipline and the relevance of the new courses approved to be taught in the Fall 2022.



Program Review

One-Time Funding Request Equipment, Technology, and Professional Development

How many funding requests would you like to submit?

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

1st Equipment/Technology/Facilities/Professional Development Request

TYPE OF FUNDS REQUESTED (Note: This form CANNOT be used for any personnel requests, including faculty, classified, and hourly positions.) Please only select one type of request.

- Equipment (Technology)
- Equipment (Non-Technology)
- Facilities (e.g., improvements/repairs to classrooms, offices, and spaces)
- Other (e.g. conferences, funding for professional development)

Please note that all requests will need the following information:

- Sales tax
- Installation fee
- Training fee
- Service life agreement/maintenance/fee

Approved requests over \$10,000 will need 3 quotes before purchase.

Total dollar amount for this request:

\$ 15,000

Does this request address a clear health and safety issue?

- Yes
- No

Program Needs: What program conditions support the need for the requested funds, and how does this request address those needs? Please provide data to support the need for this request.

Resource request: 75 Chromebooks on carts.
Sociology currently lacks adequate classroom space and access to a computer lab. LCF sections are capped at 75 students, and on campus labs or available devices are not sufficient to meet the needs of the class. The Chromebooks help to increase equity for students without access to devices.

Support of College Goals: How does this request align and directly support the College's Goals? Please cite the college goal or strategic priority that the requests will support. Please describe how this request (if funded) will lead to the improvement of Key Performance Indicators associated with the College goals.

The request assists with the achievement of the college goals on Facilities, Equity and Success, and Completion. Portable devices will provide flexible access to support student learning. Considering limited classroom space and time to complete a new instructional building to support large social science courses. The devices also increase student success by allowing for easier in classroom testing with their instructor who can answer questions.

Contributions to Other College Operations: Will the item requested benefit and/or serve other departments, programs, or plans? If so, how?

These devices could be used in multiple classrooms and disciplines.

Demonstrates long-term cost savings or improves program efficiency or effectiveness: If funded, how will this contribute to long-term cost savings for the college or improve program efficiency and effectiveness?

Chromebooks used for classroom testing, eliminating the expenses associated with duplication. It also supports sustainability by not generating paper waste for large classes.

Please rank this request against your others. For example, if you are requesting 3 equipment/facility/professional development requests for this program, you could put a "2" in this box, a "1" in the next box, and a "3" in the final request box. This will help later reviews better understand the needs of your program and your preference for hiring. If you only have 1 request, please put a "1" here.

2

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- No concerns
- I have concerns

Comments:

The use of Chromebooks have proven to be a positive experience for instruction. Many faculty members have used the devices for evaluations, assignment completion, group exercises, individual research projects conducted in class, and other educational tasks. Additionally, the District's Technology Office personnel have experience with the devices and cart set up. Furthermore, the devices are easy to replace, move, and maintain.

2nd Equipment/Technology/Facilities/Professional Development Request

TYPE OF FUNDS REQUESTED (Note: This form CANNOT be used for any personnel requests, including faculty, classified, and hourly positions.) Please only select one type of request.

- Equipment (Technology)
- Equipment (Non-Technology)
- Facilities (e.g., improvements/repairs to classrooms, offices, and spaces)

Other (e.g. conferences, funding for professional development)

Please note that all requests will need the following information:

- Sales tax
- Installation fee
- Training fee
- Service life agreement/maintenance/fee

Approved requests over \$10,000 will need 3 quotes before purchase.

Total dollar amount for this request:

* \$ 100,000

Does this request address a clear health and safety issue?

- * Yes
- No

Program Needs: What program conditions support the need for the requested funds, and how does this request address those needs? Please provide data to support the need for this request.

* Statistics and research methods classes in sociology are required to use program software as part of articulation agreements. Portable devices that can be used in multiple spaces are less costly than construction of a permanent lab space.

Support of College Goals: How does this request align and directly support the College's Goals? Please cite the college goal or strategic priority that the request will support. Please describe how this request (if funded) will lead to the improvement of Key Performance Indicators associated with the College goals.

* The request assists with the achievement of the college goals on Facilities, Equity and Success, and Completion. Portable devices will provide flexible access to support student learning. Considering limited classroom space and time to complete a new instructional building to support large social science courses. The devices increase student success and completion by allowing required courses to be taught in flexible spaces.

Contributions to Other College Operations: Will the item requested benefit and/or serve other departments, programs, or plans? If so, how?

* These devices could be used in multiple classrooms and disciplines.

Demonstrates long-term cost savings or improves program efficiency or effectiveness: If funded, how will this contribute to long-term cost savings for the college or improve program efficiency and effectiveness?

* Portable devices have a lower cost and greater flexibility of use compared to creation of a permanent computer lab space in a building that is slated for demolition.

Please rank this request against your others. For example, if you are requesting 3 equipment/facility/professional development requests for this program, you could put a "2" in this box, a "1" in the next box, and a "3" in the final request box. This will help later reviews better understand the needs of your program and your preference for hiring. If you only have 1 request, please put a "1" here.

* 1

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- * No concerns
- I have concerns

Comments:

* The College may need to continue its study of community computer laboratory spaces given the recent increase in the number of statistics and research methods courses offered by multiple disciplines (e.g., Mathematics, Psychology, Economics, Sociology). Faculty members have expressed the need for a dedicated laboratory for the Social Sciences. In the dedicated laboratory computers ought to have specialty software for statistical analyses, including the management of data sets pertinent to several disciplines.

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.

...3631303935

Jennifer Bailly
Signature

10/25/2021, 12:14 PM
Date

Review Feedback

Dean/Supervisor: Please provide feedback on this Program Review

This is an excellent PR, reflective of a significant amount of research regarding the program, its needs, and the impact for the College.

IEC: Please provide feedback on this Program Review

All areas are satisfactory.

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

Excellent review. I appreciate the focus on equitable outcomes and creative scheduling. And the two new faculty should help immensely.:)

DEAN'S ASSESSMENT OF POTENTIAL FUNDING METRICS

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

- 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:**

Dean/Supervisor: Please provide feedback on this Program Review. Please include feedback for any of the above-checked funding recommendations (e.g., which request may meet which funding request).

Deans/Supervisors - If there are any comments above that have not been incorporated into the document, please DO NOT CLICK NEXT here.

Instead, please click on "Return for Revision" (bottom of page) to send the document to the originator. You will get another chance to review the document after the originator makes the requested changes.

If you sign the document (by clicking "Next"), it will be locked and be sent to Planning and Budget.

Supervisor/Dean
Signature

Electronically signed by Alex Miranda on 10/25/2021 9:34:48 PM

IEC Signature

Electronically signed by Robyn Brammer on 11/15/2021 10:33:20 AM

CCD Signature

Electronically signed by Robyn Brammer on 11/15/2021 8:47:02 PM

Vice President Signature

Electronically signed by Meredith Randall on 11/29/2021 2:20:57 PM