



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

Data Driven Decision Making

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

Reporting Cycle

Program Review will be conducted every two years beginning Fall semester 2021.

Reporting Cycle Activities	Timeline
Program Review forms posted on the Program Review website :	August 22, 2023
Data is available on the ORPIE website:	
<ul style="list-style-type: none"> Instructional Program Review Dashboard 	Available now
<ul style="list-style-type: none"> Student Services Program Review Dashboard 	Coming August 28, 2023
<ul style="list-style-type: none"> State comparison data may be found on Data Mart or Cal-Pass Plus 	Available now
Program Review Office Hours and Data Support offered in a hybrid format in the Language Arts (LA) Room 115 and by zoom.	See the Program Review website schedule information.
Program Review draft due via Dynamic Forms.	Friday, October 6, 2023
Review and Feedback Steps to Finalize Program Review:	
<ul style="list-style-type: none"> Step 1a: Technical Review by IEC (for all) and Academic Senate (for any that include a faculty request). See the technical review rubrics. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 1b: Content Review by Deans/Director. Feedback due to author. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 2: Completed Revisions submitted by author for final approvals by Deans/Manager and Vice Presidents. Final draft will address technical and content review feedback. 	Friday, November 3, 2023
<ul style="list-style-type: none"> Step 3: Final Program Review Approvals by Deans/ Manager, Vice Presidents, and IEC. ORPIE will post final draft to the website. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Step 4: Funding Requests proceed through governance structure. 	
<ul style="list-style-type: none"> Depending on the request either the Vice President or the IEC will assign the Program Review to the appropriate committee(s), including Planning Council for prioritization. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Committees forward recommendations to the Budget Committee 	Friday, December 1, 2023

• Faculty Hiring timeline:	
• Academic Senate Q&A	Tuesday, November 14, 2023
• Senator Ratings due	Friday, November 17, 2023
• Academic Senate – Special Meeting to Review Rankings	Tuesday, November 28, 2023
• Prioritized requests for faculty positions will be provided by the Academic Senate to the Executive Team	Wednesday, November 29, 2023
<ul style="list-style-type: none"> ▪ President makes final faculty decisions and reports to Senate at Special Meeting. ▪ Based on approved faculty positions, faculty submit search committee membership and supplemental questions to HR and the Academic Senate. 	Tuesday, December 5, 2023
• Hiring committee participants appointed by the Academic Senate.	Tuesday, December 12, 2023
• The Budget Committee forwards all recommended non-faculty requests to the Executive Committee	Tuesday, December 12, 2023
• President announces all funded recommendations campus-wide	Monday, April 1, 2024

AUTHOR INFORMATION

Employee ID (E# or C#): First Name Last Name
Wing Email Address Office Phone

Dean/Manager First Name Last Name Email
Vice President First Name Last Name Email

Program Review - Draft
*KIN Program-Review-Instruction (1).docx

Program Review - Final
Submission
*KIN Program-Review-Instruction (1).docx

This Program Review includes the following:

Pick all that apply.
Faculty Request
Facilities, Technology, Equipment Request
Classified Request

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Pick all that apply.
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Faculty Requests (up to 3)
One upload per request

Faculty Upload1
Faculty Upload2
Faculty Upload3

Faculty Requests (up to 3)
One upload per request

Faculty Upload1
Faculty Upload2
Faculty Upload3

Facilities, Technology or Equipment Draft Requests (up to 5)

FTE Upload1
FTE Upload2
FTE Upload3

Facilities, Technology or Equipment Update Requests (up to 5)

FTE Upload1
FTE Upload2
FTE Upload3

FTE Upload4

FTE Upload5

FTE Upload4

FTE Upload5

Classified Personnel Draft Requests (up to 3)

One upload per request

Classified Upload1

Classified Upload2

Classified Upload3

Classified Personnel Updated Requests (up to 3)

One upload per request

Classified Upload1

Classified Upload2

Classified Upload3

Supporting Materials (Optional)

Upload1

Upload2

Upload3

Supporting Materials (Optional)

Upload1

Upload2

Upload3

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Leilani Johnson

Author - Draft Signature

10/06/2023

Date

...3237303135

Leilani Johnson

Author - Final Signature

10/26/2023

Date

Dean/Manager Draft Feedback

1. Trends for enrollment- Talk about Area E, but also how the ADT is working and new possibilities for HS pathways from Sport Medicine CTE pathways at the HS to the KIN ADT.
2. Collaboration- similar to the HLED PR, I think you can expand on the student demographic of these classes and how the program works across Athletics, PE, KIN, and Health to support student athletes specifically. Counseling, Fin Aid, Etc.
3. FTES/FTEF- These numbers are not correct- Should be 21, 24, 23- from the FTES/FTEF tab in the PR dashboard.

I think that IEC should discuss with the Division Dean, Department Chair, and VPI if Kinesiology and Health should complete Program Review as one submission.

FileUpload2

IEC Feedback

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FileUpload4

Program Review Rubric Upload

Academic Senate Executive Board Feedback

FileUpload1

Program Review Rubric Upload

Dean/Manager Final Feedback

FileUpload2

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Dorsie Brooks

11/13/2023

Dean/Manager Signature

Date

Vice President Feedback

FileUpload3

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Kay Nguyen

12/06/2023

Vice President Signature

Date

Downloaded to the following Committee Teams folder on:

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Lauren Davis-Losenko

12/11/2023

IEC Signature

Date

Dean/Manager -
Feedback Signature

Electronically signed by Dorsie Brooks on 10/20/2023 9:27:45 AM

Academic Senate:
Technical Review
Signature

Signature not required

Academic Senate
Signature

Signature not required

IEC: Technical Review
Signature

Electronically signed by Dorsie Brooks on 10/20/2023 9:26:55 AM



Program Review Request Instruction

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

SUBMITTER INFORMATION

First Name:	Leilani
Last Name:	Johnson
Email:	lavilla@gwc.cccd.edu
ID:	
Phone Number:	X:52586
Who is your Dean/Supervisor?	Dorsie Brooks
Are you the Department Chair?	Yes

GENERAL PROGRAM QUESTIONS

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.
Significant change we have seen since the last program review cycle is that the state has removed area E from degree patterns.

What are your program’s strengths? (Answers could include but not limited to KPI data)
Strengths of our program are that as a department we continue to walk into each day with a student centered approach. Making sure the students that enroll in our classes learn, grow and have a positive experience.

What are the challenges for your program? (If there are regulations or requirements for your program that require additional support, please note those here)
We continue to face challenges with the lack of guidance and support from the local and state level. The direction we should move in and how we should proceed or pivot with our programs, especially now that they have been removed from degrees is difficult. Trying to use best practices on how to



Program Review Request Instruction

best serve the needs of students, with the courses we offer and now that they aren't a degree requirement is challenging.

Describe any trends and contributing factors related to enrollment, retention, and success for this past cycle.

We continue to see steady enrollment and continued success with our HLED students.

How does your department/program support the goals of diversity, equity, inclusion, and accessibility? (Answers could include but not limited to gaps in success data, modality of course offerings, part/length of term (full-term, non full-term, etc.)

Our department functions with a student-centered approach and we continue to try new ways of offering courses to help meet the needs of students. Hearing the requests of students while also taking into consideration the suggestions that come from other areas on campus has been the driving force to provide the most inclusive and accessible course offerings.

How does your department/program collaborate with other areas on campus to advance student success?

We work with the counseling department on understanding the needs of students with scheduling. We use a creative scheduling format to work to advance student success

How does your department/program utilize technology to support student success?

Our department utilizes Canvas as our main source of technology to support student success.

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

No

AWARDS

What type of awards does your program offer?

- Certificates
- Associate Degree
- Associate Dress for Transfer

Please provide the information for the number of 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
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Program Review Request Instruction

Certificates	n/a	n/a	n/a
Associate Degrees	n/a	n/a	n/a
Associate Degrees for Transfer	23	24	22

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 and Planning, and Institutional Effectiveness (ORPIE).

The number of awards for the Kinesiology ADT has been steady. With the removal of Area E from the transfer degrees we have managed to continue to find students engaged in Kinesiology as a subject area. The ADT is also opening new possibilities for high school pathways from Sports Medicine, Athletic Training and other CTE pathways at the high schools to the Kinesiology ADT.

FTES and FTEF

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 three years ago, two years ago, and this past year.

Please note: For programs with earned credit please use FTES (Res)/FTEF. For non-credit, please use FTES (Total)/FTEF.

	3 years ago	2 years ago	1 year ago (this past year)
FTES/FTEF Ratio:	21	24	23

Outside of hiring new faculty or staff, please discuss the data trends above, and your plans for serving more students.

We are looking to create a non-credit certificate for Fitness for First Responders/Public Safety. That curriculum will include a non-credit First Aid and CPR class.

CURRICULUM

After a thorough review of your courses in CurricUnet, with the assistance of your CCI representative, answer the following questions.

If you do not currently have a representative on CCI, you may contact either:

Gary Kirby: gkirbyjr@gwc.cccd.edu

Monica Jovanovich: mjovanovich@gwc.cccd.edu

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 years or more for a CTE course)?

Yes



Program Review Request Instruction

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

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.

KIN G281 is currently being reviewed by CCI

KIN G101 will have a non-credit course written to support the upcoming non-credit certificate

STUDENT LEARNING OUTCOMES

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

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

Yes

No

How has your department/program utilized SLO (Student Learning Outcome) results to make changes or improvements to your Program?

We have not utilized SLOs in the way they could be. We are working to refresh the way in which we deliver the course content in many of our classes and the evaluation of our SLOs should be a more focused part of improving our programs.

GOALS AND REQUESTS FOR FUNDING

Requests – If you are requesting any of the following, they MUST be addressed within your Department goals. These forms must be submitted separately from the Program Review.

- Faculty
- Facilities, Equipment, Technology & Other
- Classified Personnel



Program Review Request Instruction

GWC Strategic Plan 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 the College Goals.
7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.

GOALS FROM PREVIOUS PROGRAM REVIEW CYCLE

Please refer to 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.

We have continued to foster relationships with the local high schools allowing us the opportunity to enroll high schoolers into Dual Enrollment classes. While the certificates we had set for goals in our last program review did not come to life I do feel as though we are on the right path to creating a non-credit certificate that would meet the needs of many.

GOALS FOR CURRENT PROGRAM REVIEW CYCLE

Current goals should be connected to GWC's Strategic Plan Goals.

GOAL 1 (Required)

Description of goal:

Work with adult education and division office to create non-credit certificate for students.

What actions will be taken to accomplish the goal?



Program Review Request Instruction

Writing curriculum to create noncredit course offerings and a certificate to support it. It will be geared towards first responders so working closely with the CJ department as well as adult education will be the focus.

What metric will you use to measure your goal?

Metric of measurement will be the approval of the certificate as well as the number of courses approved through CCI.

Which of the College's missions and goals does this goal support? (check all that apply)

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

GOAL 2 (Required)

Description of goal:

Continue to increase enrolled with dual enrollment and concurrent enrollment students.

What actions will be taken to accomplish the goal?

Working directly with Dual Enrollment office as well as promoting our courses with the local high schools.

What metric will you use to measure your goal?

FTES in our current courses as well as enrollment numbers with the courses offered on the local high school campuses.

Which of the College's missions and goals does this goal support? (check all that apply)

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



Program Review Request Instruction

Communication

GOAL 3 (Required)

Description of goal:

Increase enrollment in our Kinesiology classes.

What actions will be taken to accomplish the goal?

Our department plans to collaborate with local high schools to have a preview day to introduce students to the possibilities of courses we have in Kinesiology at GWC.

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? (check all that apply)

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

OTHER INFORMATION

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

Click or tap here to enter text.

Submitter's Signature: *Leilani Johnson*

Date: 10/4/2023

Supervisor's Review

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

- No concerns
- I have concerns

Comments: Click or tap here to enter text.

Supervisor's Signature: Click or tap here to enter text.



Program Review Request Instruction

Date: Click or tap to enter a date.

Vice President's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.