

Q1. Dear Deans and Vice Presidents,

This is where you enter the data from your Deans/VP PAR template. **Please plan to enter your data all at once!** We do not have control over the Qualtrics server and do not want you to lost your work!

Please reach out to the PAR Co-Chairs if you have any questions:

Deonne Kunkel Wu [dkunkelwu@chabotcollege.edu](mailto:dkunkelwu@chabotcollege.edu) and  
Cynthia Gordon da Cruz [cgordondacruz@chabotcollege.edu](mailto:cgordondacruz@chabotcollege.edu).

Q2. Name of Your Area/Division:

Administrative Services

Q3. Your Name:

Dale Wagoner

Q4.

## 1. Campus-Wide Issues

Programs in your division/area were asked to reflect on the results of last year's comprehensive PAR regarding infrastructure or college-wide issues needing immediate attention. Please review your "**Summary Data Report**" from Qualtrics (these reports aggregate all responses from programs in your division/area). Based on their responses and your own experiences, in ranked order, what do you believe are the top 3-5 infrastructure or college-wide issues that deserve immediate attention?

Issue # 1

Hiring of staff/personnel

Issue # 2

Facilities availability

Issue # 3

Available budget

Issue # 4 (optional)

Issue # 5 (optional)

Q5.

## 2. Service Area Outcomes

2.1. Are there any programs/services/areas with **service area outcomes** in your division/area?

Yes No

Q6. 2.2. Please refer to your Summary Data Report from Qualtrics posted on [2022 Fall PAR Reports & Synthesis Statement](#) website. Service areas were asked the status of their SAO assessments. Have all service areas within your division/area filled out the [SAO Assessment Updates Survey](#) in Qualtrics OR assessed two SAOs in the past five years, *in which assessments included plans for continuous improvement*?

Note: To directly look up a service area's SAO assessment results, use this [SAO 2022 Assessment Update SPREADSHEET\\*](#)

Yes No N/A

Q7. 2.3. If not, by when do you believe you can support the service areas in your division/area with filling out the [SAO Assessment Updates Survey](#) in Qualtrics?

Q8.

## 3. Learning Outcomes Assessment Results

Please refer to your Summary Data Report from Qualtrics and the [SLO Assessment Report\\*](#) to answer the following questions.

Q29. 3.1. Are there any programs/services/areas with **student learning outcomes (SLOs)** in your division/area?

Yes No

Q25. 3.2. Is assessment for all SLOs in your division/area up to date?

*This question was not displayed to the respondent.*

Q9. 3.3. If not, by when do you anticipate being able to support faculty in your division/area with completing this process? (Or for VPs, how will you support the Deans to get this task completed?) Do you have concerns you would like to share?

*This question was not displayed to the respondent.*

Q30. 3.4. Do you have any **program learning outcomes (PLOs)** in your division/area?

Yes No

Q27. Please refer to your Summary Data Report from Qualtrics posted on [2022 Fall PAR Reports & Synthesis Statement](#) website and the [PLO Assessment Completion Report](#)\* to see how many Certificates and Degree Programs in your division assessed PLOs in the 5-year cycle on CurricUNET. Programs who did not submit a complete PLO assessment are highlighted in pink.

*This question was not displayed to the respondent.*

Q28. 3.5. Is assessment for all PLOs in your division/area up to date?

*This question was not displayed to the respondent.*

Q29. 3.6. If not, by when do you anticipate being able to support faculty in your division/area with completing this process? (Or for VPs, how will you support the Deans to get this task completed?) Do you have concerns you would like to share?

*This question was not displayed to the respondent.*

Q11.

## 4. Reflections on Goals & Future Planning

**Context:** In their Fall 2021 PARs, programs in your division/area established goals to support continuous improvement in SLOs, PLOs, SAOs, meeting the college mission, or long-term strategic planning in the Educational Master Plan. Please review the Summary Data Report to see how programs in your division/area responded to the question: what is going well and what are some challenges regarding completing your programs/area's goals?

Q12. 4.1. What trends in their accomplishments stand out?

We are the backbone of the College infrastructure. We had significant number of essential workers on campus during pandemic. We were here while others were at home.

Q13. 4.2. What trends regarding challenges stand out?

Appropriate personnel to complete necessary tasks.

Q14. **Context:** Last year, your office also established goals, please look here to see the [goals you established in your Fall 2021 PAR](#)\*

Q15. 4.3. So far, what is going well and what are some challenges regarding completing your office's goals? *You could include reflections on: achievement of outputs or outcomes and/or challenges with producing outputs or outcomes so far.*

I need more direct interface with District Human Resources to address my "creative" requests to manage shortfalls in our areas. In the absence of General Fund monies, we need to look at our personnel situations more creatively, and show some willingness to exercise contract options for moving personnel into more valuable positions to protect financial stability. I don't directly control these decisions that must be supported from District Human Resources as they involve contractual requirements of current CBA's.

Q16. \*Note: if you need to amend one of your office's PAR goals, please email the adapted goals to Cynthia Gordon da Cruz [cgordondacruz@chabotcollege.edu](mailto:cgordondacruz@chabotcollege.edu)

Q17.

## 5. Program Maps

Program Maps will launch later this fall. Please consult the [Program Map Tracking Spreadsheet](#).

\*If link does not open,

try: <https://clpccdorg.sharepoint.com/:x:/s/ChabotGPprogrammapping/EYNtlwpHRiFAnSMAyqbqmEMBV4omShNxMfbOugYdFDJsIA?e=EgdEaO>

Q18. 5.1. Have all programs in your division/area completed program maps?

Yes No N/A



Q20. 5.2. If not, by when do you believe you can support the programs in your division/area in completing their maps? Please remember that if faculty members need support, they can reach out to Heather Oshiro [hoshiro@chabotcollege.edu](mailto:hoshiro@chabotcollege.edu).

Q21.

## 6. Summary Analysis

6.1. Please provide a summary of your division's/area's **key contributions/ major achievements** since the last comprehensive PAR cycle. (300 words)

Mentioned earlier...We are part of the infrastructure backbone of the College. We were present during the pandemic as essential workers in MOST of the Administrative Services areas. This has been recognized by the College and the organization as a whole, but can't be understated as an important aspect of keeping the College moving forward.

Q22. 6.2. Please provide a summary of your division's/area's **greatest challenges** since the last comprehensive PAR cycle. (300 words)

Lack of ability to hire personnel out of a stressed General Fund. We are not subject to Categorical or Grant monies. As our General Fund has been at an historical imbalance for many years, we have not been able to fully replace all of our open positions. Campus Safety and Security has been able to address some of this coming out of the pandemic, but Business Services, and Reprographics have not been.

Q23.

## 7. Resource Requests for Your Dean's/VP's Office

You will need to enter resource requests for *your own Dean's/VP's offices* into [Fall 2022 Resource Request Submissions](#).

Q24. 7.1. How do these requests support the goals in your division/area?

Hiring of personnel. Increase of budgets in certain critical areas. Space assessments.

Q25. 7.2. I have entered any resource requests for my Dean's/VP's office into [Fall 2022 Resource Request Submissions](#)

Yes No N/A

**Location Data**

**Location:** [\(37.6403, -122.0667\)](#)

**Source:** GeolIP Estimation

