

Q1.

Dear Deans/VPs,

This is where you enter the data from your Deans 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 lose your work.

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

Brian Goo bgoo@chabotcollege.edu, Na Liu nliu@chabotcollege.edu, and Simon Abramowitsch sabramowitsch@chabotcollege.edu.

Q2.

Name of Your Area/Division:

Administrative Services

Q3. Your Name:

Dale Wagoner

Q4.

Campus-Wide Issues

Q32. Programs in your division/area were asked to rank the [seven recommendations](#) PRAC put forward. Please review your [Division/Area Summary Data Report](#) (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 campus-wide issues that deserve immediate attention?

Issue # 1

1- accounting technician - job open for year HIGH priority 2- grants accountant (Philomena replacement) - HIGH priority 3- new position in Mentor Teacher program - Medium priority, start with P.E. 4- weekend swing shift for Campus Safety - Medium priority, using on-calls at present 5- Stage Tech in PAC - HIGH priority

Issue # 2

1 - move reprographics to 3800; planning begins Spring '24 2- move campus safety to 3800; planning begins Spring '24 3- PAC needs upgrades in equipment, infrastructure, and technology. Need to look at available dollars in Bond, and through other sources to not burden the PAC budget...

Issue # 3

1 - campus safety will need to return in part to Parking Lot fund in fiscal 24-25. 2- expansion of budget for infrastructure needs handled by IT need to be addressed in their P.R.

Issue # 4 (optional)

from Issue #1 above 6- College IT position - HIGH priority, funded through vacant funded bookstore position

Issue # 5 (optional)

Q33.

Service Area Outcomes

Q5. 1. Are there any programs/services/areas with service area outcomes in your division/area?

Yes No

Q6.

Please refer to your [Division/Area Summary Data Report](#) from Qualtrics. Service areas were asked the status of their SAO assessments. Have all service areas within your division/area 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.

If not, by when do you believe you can support the service areas in your division/area with filling out the [SAO 2023 Assessment Updates Survey](#) in Qualtrics?

Q8.

Learning Outcomes Assessment Results

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

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

Yes No

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

This question was not displayed to the respondent.

Q9.

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.

Q27. Please refer to your [Division/Area Summary Data Report](#) from Qualtrics and the [PLO Assessment Completion Report](#) to see how many Certificate and Degree Programs in your division assessed PLOs in the 5-year cycle. Programs who did not submit a complete PLO assessment are highlighted in pink.

This question was not displayed to the respondent.

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

This question was not displayed to the respondent.

Q29.

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.

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 mission critical priorities in the Educational Master Plan. Please review the [Division/Area 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?

Q31. What trends in their accomplishments stand out regarding completing your division/area's goals?

We are the backbone of the College infrastructure. Change is coming with the planned move of Reprographics and Campus Safety.

Q13.

What trends regarding challenges stand out regarding completing your division'/area's goals?

Appropriate personnel to complete necessary tasks. The College is more fiscally sound than it has ever been since I started in this position. Filling out staff is a priority. The lack of creativity from a District perspective continues to create challenges in running an effective PAC. We are constantly trying to figure out staffing through a process that is marginally supportive.

Q17.

Program Maps

Q18. 1. Have all program maps been updated in your division/area?

Yes No N/A

Q20. 2. If not, by when do you believe you can support the programs in your division/area in completing their maps? Please share the [Review Your Program Map](#) document and [Program Map Review Feedback form](#) with faculty in your area to provide updates for maps. If faculty members need support to update program maps, they can reach out to Heather Oshiro hoshiro@chabotcollege.edu.

Q21.

Summary Analysis

Q34.

Please provide a summary of your division's/area's **key contributions/ major achievements** since the Fall 2022 Update Year PAR. (300 words)

Service has been provided regardless of the shortfalls in staffing. Our areas have been very responsive to campus needs.

Q22. Please provide a summary of your division's/area's **greatest challenges** since the last Fall 2022 Update Year PAR. (300 words)

Creativity generated by the loss of the College bookstore has opened up areas of the budget to fund some essential positions that were previously unfunded. The serendipity of loss has created opportunities for necessary gains.

Q23.

Goals and Resource Requests for Your Dean's/VP's Office

Context: Your office also established goals, please look at [this sheet](#) to see the goals that you first established in Fall 2021 and updated or confirmed in Fall 2022.

Q35. So far, what is going well regarding completing your office's goals? Please include reflections on achievement of outputs or outcomes.

The office has coordinated several training for the college to assist in the timeliness of processing paperwork.

Q24. What are some challenges regarding completing your office's goals? Please include reflections on challenges with producing outputs or outcomes so far.

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

Q39. *Note: if you need to amend one of your office's PAR goals, please email the adapted goals to Na Liu nliu@chabotcollege.edu

Context: You will need to enter resource requests for your own division's/VP's offices into [Fall 2023 Resource Request Submissions](#).

Q36. How do these requests support the goals in your division/area?

Location Data

Location: [\(37.6736, -122.0944\)](#)

Source: GeolIP Estimation

