

Welcome. Dear Chabot Community Member,

Welcome to Fall 2023 Program and Area Review! PAR is on a three-year cycle (Fall 2021 is the comprehensive review and planning year; Fall 2022 and Fall 2023 are annual update years). This is the second "Update Year" in which you will need to reflect on aspects of your own PAR submissions and the overarching campus trends from the Fall 2021 Comprehensive PAR and Fall 2022 Update PAR Years. Please collaborate with your dean/manager to receive feedback before entering your PAR responses here (and for resource requests, enter into [Cognito](#)).

Thanks,
The Program and Area Review Committee

*Please remember that Qualtrics is not a collaboration tool and partial responses can get lost. You should only enter your PAR into Qualtrics once you have finished the steps of collaborating with your program/area teammates and/or your Dean/manager and have a final draft.

Is your PAR ready to submit as a final draft?

Yes

No

Q2. Background Information

Q3. Name of Your Program/Discipline/Area/Service, Division, and Organization Unit

Name of Program, Discipline, Area or Service

Division

Organizational Unit

Q4. If you selected "Not Listed" in the previous question, please enter your Program/Discipline/Area/Service name here

This question was not displayed to the respondent.

Q5. Name(s) of the person or people who contributed to this review:

Nathaniel Rice, with review in a DSPS all-staff meeting

Q6. Which PAR Template (word template) did you fill out?

*Please check this [list](#) to make sure that you filled out the correct template.

- Academic Programs
- Student/Admin Services/Office of the President

Q7. Campus-Wide Issues

Q38. Reflections on Annual Priority Progress in Academic Year 2022-23

Context: The Planning and Resource Allocation Committee (PRAC) establishes [Annual Planning Priorities](#) based on collegewide trends in PAR responses, experiences from grant and categorical fund managers, and issues raised in PRAC. In brief, the planning priorities for 2022-2023 were to:

- 1) Develop support networks to link students to Pathway Success Team members and services;
- 2) Expand Chabot's connection to the external community to expand students' access to basic needs support and work-based learning opportunities and careers; and
- 3) Improve student interfaces (e.g., marketing, website redesign, virtual ways for students to access services).

Question: What progress did you see in any of these annual planning priorities?

There was a great SOAR event this year, with a fairly massive impact on getting students enrolled. The inclusion of "SOAR Jr." was an excellent second-pass at getting students enrolled, and equally importantly getting them connected with Special Programs, which are well-proven to have excellent success rates. The launch of CRM Advise is also another step in the right direction, but it still has a little ways to go to be fully integrated and making a huge difference – but there is massive potential when fully implemented.

Q39. Question: If you could advise college decision makers how to make better or more efficient progress on any of these annual planning priorities, what would you say?

Seek more and directed feedback from the front-line staff, in a way that makes them feel they will be heard and listened to, and then provide tangible outcomes from their feedback. Also, the support of dedicated leadership of events and outreaches, rather than having these time-consuming projects be added on to existing staff's load. The time and organization of these events is massive, and for the best results a higher level of personnel investment needs to be made. The good results we have are because Chabot has amazing staff, but dedicated time to organize them would take these results to the next level.

Q8. Context: For 2023-24, PRAC put forward [seven recommendations](#) for consideration based on their analysis of the [Fall 2022 Program and Area Synthesis Statement](#) and the [Mission Critical Priorities](#) in the Ed Master Plan, experiences from grant and categorical fund managers, and the 2022-23 President's College Planning Initiatives.

Question: How important do you believe it is to address the following issues to support Chabot in carrying out our mission? Please drag the response options and order them from most important (1) to least important (7).

Improve student access from application to registration

1

Access and implement post-pandemic college policies and procedures to respond to the needs of students and employees

2

Scale successful practices from grants, categorical endeavors, and learning communities

3

Affirm and improve program and area review resource requests to reduce inappropriate or duplicate resource requests

4

Improve fluency with business and HR processes

5

Dedicate resources for implementation impending mandates, such as Cal-GETC, AB705/1705, etc.

6

Build an accountability structure for recommendations that have college-wide scope to ensure continuous improvement

7

Q9. Question: If you believe there is an important issue to address to carry out the college mission that is NOT mentioned in the previous list, please describe below (optional).

Seek regular and increased student feedback on initiatives, and provide the platform, space, and support for this to happen and influence campus decisions, with report-backs to the students on our collective progress and response to their feedback. – i.e., show them that their voice matters. Not just the most active students, but also the students that don't automatically engage in the campus community and offerings.

Q10. Reflections on Goals Established in Fall 2021 PAR

Q11. Context: In Fall 2021 PAR (the last comprehensive PAR year), after reflecting on data, you established program/area goals to support continuous program improvement and/or the college mission. This [spreadsheet](#) lists the goals that you first established in Fall 2021 and updated or confirmed in Fall 2022.

Question: Keeping in mind, you only have one year left in this PAR cycle to accomplish these goals, please take a look at your goals to determine:

- All goals are still relevant and nothing needs to be changed or added.
- All goals are still relevant, but I would like to add an additional goal. (Please fill in your new goal, so we can update the spreadsheet.)

- Some goals are relevant and some need to be changed. (Please explain below, so we can update your goals in the spreadsheet.)

- None of our goals are still relevant. We need to update all of them. (Please provide us with your new goals, so we can update your goals in the spreadsheet.)

Q12. Context: You established goals in Fall 2021 and presumably are well underway in working on these goals. You will be asked to report on the outcomes of these goals in the first year (Fall 2024) of the next comprehensive PAR cycle (PARs submitted in Fall 2024-Fall 2026).

Question: What are the statuses of your program's/area's goals right now?

- All goals are achieved.
- Some goals are achieved and some are in progress.
- All goals are in progress.
- Some goals are in progress and some are not started.
- No goals are started because... (please explain in text box below).

Q13. Context: To assess how well you are doing with respect to meeting your program's/area's goals, you included and/or updated [expected goal outputs and outcomes](#) in your Fall 2021 and Fall 2022 PARs.

"Outputs" are direct short-term results like # of students served, workshops held, etc. Longer-term goals might also have expected *outcomes*. "Outcomes" are longer-term results, like course success rates or degrees earned. Goals are often measured by whether "outputs" or "outcomes" are achieved. The Office of Research, Planning and Institutional Effectiveness (ORPIE) posts a variety of data for programs/areas to assess goal "outcomes": [enrollments and success rates](#), [enrollment management](#), [success rates of online vs hybrid vs face-face-classes](#), [degree and certificate awards](#), and [more](#). To request additional data for goal assessment, please fill out a [research request form](#) by Friday September 22, 2023. ORPIE will process requests in the order received. ORPIE will let you know whether they have the requested data and/or how your program/area could collect your own.

Question: So far, what is going well regarding completing your program's/area's goals? Please include reflections on achievement of outputs or outcomes.

1. The DSPS CAS classes will be moved under the LNSK rubric - COMPLETED 2. DSPS will develop and support a Learning Community for specific cohort of DSPS students with related educational needs – COMPLETED 3. DSPS will further develop a robust website with useful information for both students and faculty, to assist with understanding, requesting, and implementing the accommodation process. – CONTINUOUS GOAL, BUT SIGNIFICANT IMPROVEMENTS EACH YEAR Added in Fall 2022 PAR: 1. Rehire a 2nd IA for the LNSK program – COMPLETED 2. Explore if hiring an administrative assistant makes sense for the DSPS program, partially dependent on the new DSPS funding formula (currently being developed in FA 2022) – UNDER REVIEW 3. Continue to develop the DSPS website, adding more student voice and individual testimonials on how DSPS helped students achieve their academic goals. – CONTINUOUS GOAL, BUT SIGNIFICANT IMPROVEMENTS EACH YEAR 4. Develop and implement more and deeper opportunity for departmental communication and process feedback, to continually improve the processes and effectiveness of the program. - CONTINUOUS GOAL 5. Onboard a new DSPS-specific student case management system, namely Symplicity. – ONBOARDING COMPLETED, INTEGRATION IN PROGRESS

Q37. Question: What are some challenges regarding completing your program's/area's goals? Please include reflections on challenges with producing outputs or outcomes so far.

• Fiscal uncertainty with a new DSPS funding formula being implemented by the state • The challenges of every employee having a different schedule • Insufficient support staffing to manage burgeoning technology requests • A general, ever-present reality of doing more with fewer resources, in less time, with uncertain supports

Q14. Student Learning Outcomes (SLOs) and Program Learning Outcomes (PLOs)

This question was not displayed to the respondent.

Q41. Context: Assessment for SLOs and PLOs happens at varying times of year on a five-year cycle. SLO and PLO assessments are submitted in CurricUNET/META. Please take a look at the [SLO Completion Report*](#) and the [PLO Completion Report*](#) to answer the questions below. If you have any questions about how to find your prior assessments, please email the co-chairs of Outcomes and Assessment Committee Julie Coan (jcoan@chabotcollege.edu) and Safiyyah Forbes (sforbes@chabotcollege.edu), or the curriculum specialist Meray Aghyarian (maghyarian@Chabotcollege.edu).

This question was not displayed to the respondent.

Q15. Question: Is the assessment for all SLOs in your program up to date?

This question was not displayed to the respondent.

Q16. Question: Has your program completed a PLO assessment in the last five years?

This question was not displayed to the respondent.

Q17. Context: Chabot strives to continually improve how we serve students and the community (assessment and continuous improvement are also requirements for accreditation). In your SLO assessments in CurricUNET/META, you are asked: "Based on assessment results, what actions might your discipline take to improve student learning?" Similarly, in the prior PLO assessments you were asked to describe "recommended changes/actions," and in the updated PLO assessments you are asked, "What are you planning to start doing, stop doing or change in order to continuously improve your program?" In the comprehensive PAR year (not this update year), you will be asked to report back on how your actions to improve SLOs and PLOs impacted student learning. In this update year, we are simply reminding you that your actions and plans to improve student learning, based on SLO/PLO assessment results, should be underway.

If you want to see how you responded to these SLO/PLO continuous improvement questions:

- Go to the [SLO Completion Report](#) and the [PLO Completion Report](#).
- Look up your program by division, subject, and program name. There will be a hyperlinked "x" in the column for the year in which you submitted your SLO/PLO assessments.
- Click on the "x" and you can look up what you submitted as plans for SLO and PLO continual improvements (i.e., your responses to the questions on actions to improve student learning and continuously improve your program).

If you have any questions about how to find your prior assessments, please email the curriculum specialist Meray Aghyarian (maghyarian@chabotcollege.edu).

Question: Please check one of the following boxes to describe how your discipline is doing with regards to plans/actions for improving student learning based on SLO/PLO assessment data.

This question was not displayed to the respondent.

Q18. Service Area Outcomes (SAOs)

Q19. Context: At least two Service Area Outcomes (SAOs) should be assessed once every five years. Please take a look at the [SAO 2022 Assessment Update Spreadsheet](#) to answer the following.

Question: Please check the statement that best describes your program's/area's SAO assessments.

- We have assessed two SAOs in the past five academic years (AY 2018-19; AY 2019-20; AY 2020-21; AY 2021-22; AY 2022-23) and assessment results have been recorded in the SAO 2022 Assessment Update Spreadsheet (link above).
- We have assessed two SAOs in the past five academic years, but one or more of those assessments has not been recorded in the SAO 2022 Assessment Update Spreadsheet. We plan to enter our assessment results in the [SAO 2023 Assessment Updates Survey](#) by (fill-in Date MM/DD/YYYY)
- Our program/area has not assessed two SAOs in the past five academic years; therefore, we plan to complete the remaining SAO assessments and enter the results into the [SAO 2023 Assessment Updates Survey](#) by (fill-in Date MM/DD/YYYY)
- Other (fill-in)

Q20. From Goals and SLO/PLO/SAO Continuous Improvement Plans to Resource Requests

Q21. Context: The basis for Chabot's resource allocation process is grounded in reflections on: 1) PAR goals, 2) plans for improving student learning that are grounded in SLO and PLO assessment results, and 3) SAO assessment results. Please consider what augmentations or new resources might be needed to achieve: 1) your PAR goals, 2) plans to improve student learning, and/or 3) reach SAOs.

Question: Which of your PAR goals, plans for improving student learning, and/or plans for reaching SAOs will need augmented or new resources?

****Note** you will still need to enter resource requests into Cognito after submitting your PAR on Qualtrics.

Not resources directly or per se, but continued and increased awareness, understanding, and implementation of UDL practices, such that ALL students benefit. This supports not only equitable access for students with disabilities, but it enables ALL students to better learn, integrate, and implement what they are taught in the classroom.

Q22. Optional: Campus-wide Reflection on Current Issues

This optional section of the update-year PAR contains question(s) on current issues impacting our campus.

Q40. Question: Though slowly improving, Chabot's enrollment is far from reaching pre-COVID-pandemic levels. This impacts our funding. What are your thoughts on how we should respond? (e.g., ensuring smooth process for students from application to enrollment, mass retention campaign, mass marketing, planning for a smaller college, providing in-person/hybrid/hyflex course instruction and service delivery, other?)

• Become significantly more agile and responsive to emergent needs, and adopt Steve Jobs mantra of "Move fast, fail fast." Or to flesh that out more, "Sometimes when you innovate, you make mistakes. It is best to admit them quickly, and get on with improving your other innovations." • And also: "Work is going to fill a large part of your life, and the only way to be truly satisfied is to do what you believe is great work. And the only way to do great work is to love what you do. If you haven't found it yet, keep looking. Don't settle. As with all matters of the heart, you'll know when you find it." • This second point means undergoing collective why-searching, clearly articulating in a single sentence why we are here doing what we do, to the point where every person on campus can both their personal and our collective reason for why we are working here at Chabot. • If we as Chabot, collectively and individually, are crystal clear on our why, this will resonate with students, and we will redevelop our historical heights back to where they were, and even beyond. Process is later, the why is first. Although many people at Chabot have strong "whys," I do not believe that most of us can quickly and clearly articulate it, either on the collective or individual level.

Q43. Question: As you know, President Cooks assumed the role of Chabot's 10th College President on August 1, 2023. If your program/area could tell President Cooks one thing he needs to know about your program/area, what would it be?

When DSPS is supported, it affects students that are at the nexus of all the disproportionately impacted groups, the highest concentration of struggling African-American students, the students furthest from opportunity, and the individuals who are most in need of assistance and hope. The DSPS goal is not "a leg up" or even "equal access" – it is respect for the individual to achieve their best self, to not only be invited to the party, but to also be asked to dance. It is opportunity, hope, and a full life despite many challenges.

Q24. Thank you for completing the annual update questions for the Fall 2023 PAR! **But WAIT!! You might not be quite done yet...**

Resource Requests: Have you completed all your resource requests? If not, go to the [Resource Requests Form](#) to add or update requests for: contracts and services, equipment; facilities; human resources; professional development, travel and conferences; supplies and software; or technology.

Location Data

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

Source: GeolIP Estimation

