Fall 2023 Applied Technology and Business Division Summary Report on PARs Submitted by 11/6/23

12 Responses

Name of Program, Discipline, Area or Service	Name(s) of the person/people who contributed to review:	Which PAR Template (word template) did you fill out?
Administration of Justice	Cheryl Mackey	Academic Programs
Automotive Technology	Erich Bass-Werner Jim Baum Kurt Shadbolt	Academic Programs
Business	Melissa Patterson, Norberto Ruiz, Lynn Klein	Academic Programs
Computer Application Systems	Charles Lowder, John Garner, Judithann O'Tootle, Tracey Coleman	Academic Programs
Electronic Systems Technology	Jason Correa	Academic Programs
Entrepreneurship	Miguel Colon	Academic Programs
Fire Technology	Bob Buell	Academic Programs
Industrial Technology	Dave Vetrano	Academic Programs
Machine Tool Technology	Adam Hathaway and Chris March	Academic Programs
Paralegal Studies	Cheryl Mackey	Academic Programs
Real Estate	Jay Mumford	Academic Programs
Welding	Liisa Pine Schoonmaker	Academic Programs

Reflections on Annual Priority Progress in Academic Year 2022-23

12 Responses

Name of Program, Discipline, Area or Service	What progress did you see in any of these annual planning priorities?
Administration of Justice	ADMJ worked with the Pathway to Success Team to create up-to-date program mapping for its degrees, certificates and courses. ADMJ faculty attended program mapping work sessions, including at LPC, and updated the ADMJ website to include program mapping and connect to the College program mapping website. Promoted and marketed the completed program mapping to students in classes and on social media sites. Community partnerships have been created with a number of entities, including the California Black Lawyers Association, the Alameda County Sheriff's Office, Hayward Police Department, the California Department of Corrections and Rehabilitation and more. These partnerships include career related guest speaker presentations, workforce development field trips (including to San Quentin State Prison and Hayward Police Department), internships (such as cadet positions), and an in progress peace officer training program with HPD and ACSO to prepare students for a career in law enforcement, emphasizing writing skills and soft skills, such as leadership and interpersonal communication skills. This is particularly important with regard to newly passed legislation - AB 89 - which will require all colleges with an Academy to create a new "Modern Policing" Program and Degree. All future law enforcement students will be required to complete the degree before becoming a peace officer. ADMJ faculty have focused on multiple marketing modalities over the last few years, including running social media sites such as the ADMJ Department Instagram account (with almost 800 followers) and Facebook, where we promote internships, job openings, workshops, events, etc. We have also hosted more than a dozen virtual work-based learning opportunities, career panels etc. The ADMJ Program Lead has also trained with Wing to manage the Department's Website to keep it current, posting open classes, events, etc. Faculty also regularly complete professional development opportunities, such as the AI workshop offered by COOL, Accessibility seminars, and more.

Automotive Technology	We did not observe any changes
Business	The Business discipline created Business Pathway sheets. We have added hybrid and HyFlex to enhance student access to business courses.
Computer Application Systems	We are not aware of any progress in these priorities
Electronic Systems Technology	NA
Entrepreneurship	This summer reintroduced on campus classes for the Entrepreneurship Academy. The Entrepreneurship Academy is marketed to high school students and brings them on campus where they are exposed to "college life". They also earn 3 transferable college credits and are introduced to and encouraged to take additional college courses. Heather Oshiro has been relentless is developing the BUS pathway, which is amazing. We need a pathway/cohort focused on older first time/returning students. Students in the 28-45 age range. Regardless of ed goal, they would work together to succeed.
Fire Technology	There has been a lot of meetings and discussions on these topics, but many students don't know what we offer at our college based on the marketing approach currently employed. Schedules need to be simplified and programs need better marketing support.
Industrial Technology	Expanded connection to the external community
Machine Tool Technology	Our department is excited about the addition of a Marketing support to the college. Our department has yet to see any contact or proposal for improving student outreach for the MTT department, be we remain optimistic that this support will be forthcoming.

Paralegal Studies	PLGL worked with the Pathway to Success Team to create up-to-date program mapping for its degrees, certificates and courses. PLGL faculty attended program mapping work sessions, including at LPC, and updated the PLGL website to include program mapping and connect to the College program mapping website. Promoted and marketed the completed program mapping to students in classes and on social media sites. Community partnerships have been created with a number of entities, including Best Buy Legal Department, the San Francisco Paralegal Association, and the California Black Lawyers Association. These partnerships include guest speaker presentations and panels, internships (including the Alameda County Public Defender's Office and San Francisco City Attorney's Office), PLGL has focused on multiple marketing modalities over the last few years, including running social media sites such as a Department Instagram account (with almost 800 followers) and Facebook, where we promote internships, job openings, workshops, events, etc. We have also hosted more than a dozen virtual work-based learning opportunities, career panels etc. PLGL has also trained with Wing to manage the Department's Website to keep it current, posting open classes, events, etc. Faculty also regularly complete professional development opportunities, such as the AI workshop offered by COOL and Accessibility seminars.
Real Estate	• The Chabot College online image, reputation and visibility was upgraded and enhanced through an overhaul of the appearance, functionality and use ability of the Chabot website. • Good work based learning opportunities were offered through apprentice type programs in various CTE and health care areas on campus including dental hygiene, nursing and auto tech
Welding	Chabot Welding increased development with potential employers and community groups that provide workbased learning opportunities. We partnered with Urban Cowgirl Ranch to provide welding services, customizing a livestock trailer and bringing students to the ranch to view agricultural applications for welding. UCR provides outreach to urban community groups, especially youth, so students will eventually work with them at events to promote the program and Chabot College. Currently we are in discussions with Bay Ship and Yacht to hire qualified students for part time work while they finish their certificates and degrees. We have done this before with MDC Precision, and would like to expand to more employers. We continue to expand outreach via events and opportunites to speak with potential students.

12 Responses

Name of Program, Discipline, Area or Service	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?
Administration of Justice	Please provide appropriate staffing (including CAH, F-hour, new hires) to help support the goals laid out. In order to support the networks created and newly expanded opportunities, the College needs to provide the requisite staffing support to maintain them or they are not sustainable.
Automotive Technology	College-wide, we need more clarity when it comes to processes and protocols. Students are often confused as to the availability of services and how to access them.
Business	NA
Computer Application Systems	This is a difficult question for us; as stated above, we are not aware of any progress in these areas. We recognize the possibility we have seen these changes but don't associate them with these priorities.
Electronic Systems Technology	The electronic systems and technology program has a ton of potential for planning priority 2, expanding Chabot's connection to the external community, and student access to work-based learning. My program needs to develop a survey to administer to local industries with a skilled labor gap to determine what their needs are. This serves to create relationships with the local industry and helps us to identify ways we can tailor our program to fit the needs of the industry. We can work on creating partnerships that would allow for more direct placement of our students into internships and careers.5

Entrepreneurship	We are too reliant upon the marketing efforts of our "partners". This summer marketing for BUS/ENTR academies was handled by our high school and county partners. While cost effective, it's important to note that counselors are influencers at best. Parents, as the decision makers, decide what a child does over the summer. When marketing through partners there is the potential for dilution of our value proposition and competing agendas and priorities. We need to be engaging decision makers directly and rely less on others to fill our classes. There is still far too my much emphasis on transfer planning. As a result, we capture a minority of high school students. We need to reconsider our value proposition for this group. We also need consider ow we can serve older first time/returning students.
Fire Technology	We continually face roadblocks in prerequisite challenges and petitions to repeat the Work Experience classes. There is rarely an explanation to faculty or students as to the roadblocks, costing considerable time to resolve. The lost time impacts enrollments in the Fire Academy courses (FT 10, 11, 11CAP) and Work Experience (FT 95 and 96), resulting in delayed census reports when due (because students are missing from the roster(s). Until enrolled, students cannot access Canvas. If these impacted students choose to stay in the classes, they need more time to complete assignments, and some need time past the end of the course to finish the coursework, thus leading to delayed grades or incompletes. Until we can fix what's going on between the program, admissions, and counseling, we continue in this unproductive spiral, ultimately impacting our enrollments and students. Also, our college does not market our programs efficiently. We have an electronic marquis board in Lot G and we never see any advertisement of the variety of career education programs offered through Chabot College.
Industrial Technology	Improve marketing

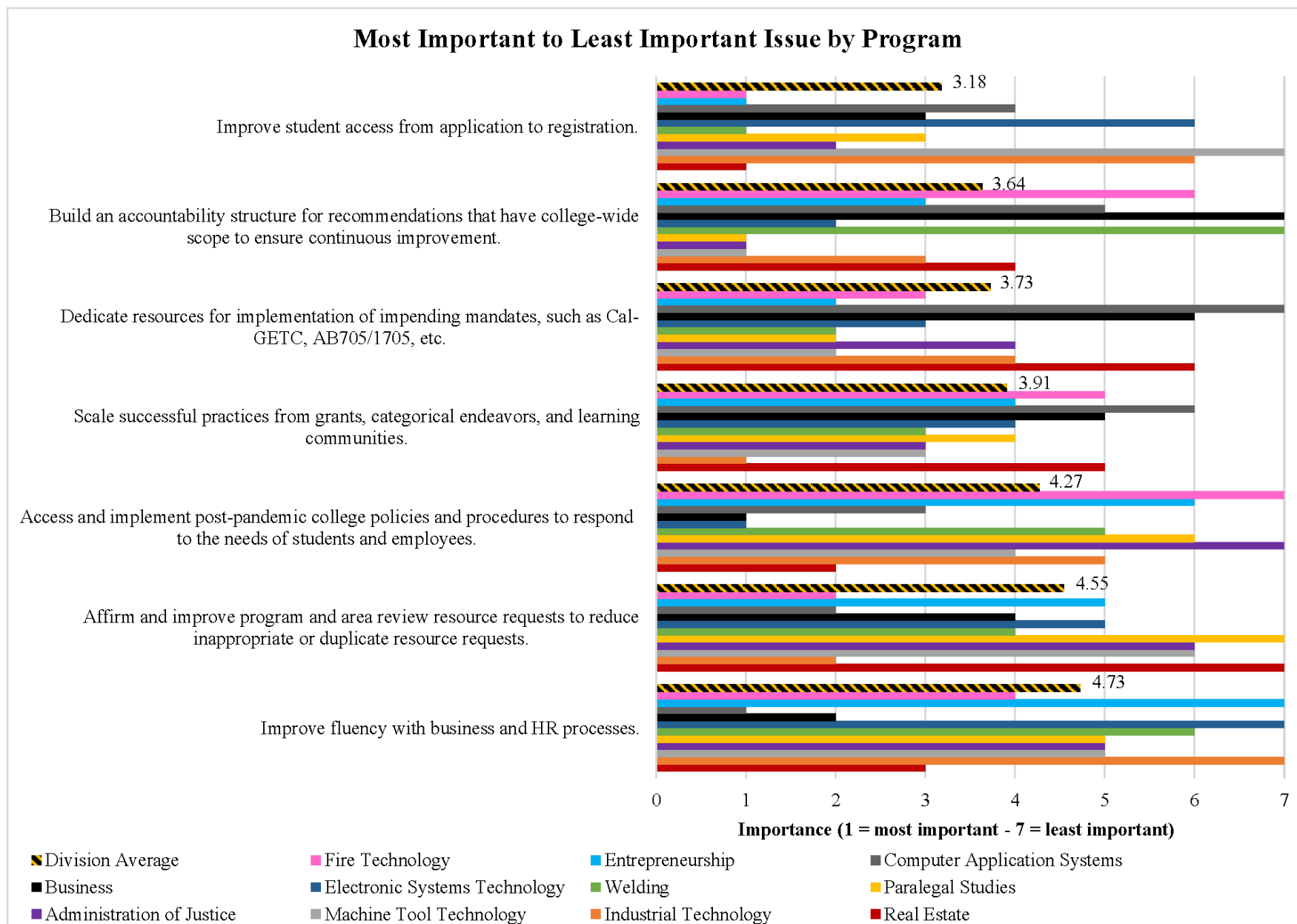|	
Machine Tool Technology	Chabot undersells CE programs in favor of academic programs that either prepare students to transfer, or simply do no translate into living wage employment in the bay area. Chabot political structure and strong academic majority help to assure that academic programs receive priority in receiving college support in the form of FTEF allocations, additional staffing/ faculty requests, counseling awareness and support, and lottery funding. MTT, like many other CE programs finds itself caught in downward spiral of lost support and under enrollment. Much of the time, energy and resources that are spent on basic needs support would be better spent to inform students about the advantages of CE education in the short and long terms. Students should be made aware of the financial value of CE programs and how they can find entry level work quickly with moderately few courses in the many of the CE fields Chabot offers education in. CE programs should be given greater FTEF allotments to help support night-time and weekend courses to further education part-time or full-time employees with advancing their new careers. This should not just be a side project for Chabot College, but a total realignment of its priorities if we truly wish to offer our students viable futures in the extremely expensive bay area. Chabot is handing out fish to students and not directing them to fishing classes.
Paralegal Studies	Please provide appropriate staffing (new FT faculty, CAH, F-hour) to help support the goals laid out. In order to support this career education program, along with the networks created and newly expanded opportunities, the College needs to provide the requisite staffing support to maintain them or they are not sustainable. Especially because there is currently one FT ADMJ Faculty/Academy Coordinating supporting this program - there are no FT assigned faculty.
Real Estate	Continuous inspection, review and bi-annual updates to Chabot front facing web site in order to stay current with student expectations. In The competitive post-secondary education environment, it is important to stay relevant to our learning community to continue to deliver on our commitment to education for our students. This is critical because of the fast changing online world we meet our students in every day whether the class is online or on campus. This is where our students live and work online with multiple devices
Welding	Allow Departments access to their own website to ensure it is updated. Manage outreach events to local schools and groups to whom we can speak to prospective students.

Priority Areas to Address Ranked by Programs within Your Division/Area

Most Important to Least Important Issue by Program

Bar chart titled "Most Important to Least Important Issue by Program" with x-axis labeled "Importance (1 = most important - 7 = least important)" ranging from 0 to 7.

Issues (y-axis) with Division Average values:
- Improve student access from application to registration. — 3.18
- Build an accountability structure for recommendations that have college-wide scope to ensure continuous improvement. — 3.64
- Dedicate resources for implementation of impending mandates, such as Cal-GETC, AB705/1705, etc. — 3.73
- Scale successful practices from grants, categorical endeavors, and learning communities. — 3.91
- Access and implement post-pandemic college policies and procedures to respond to the needs of students and employees. — 4.27
- Affirm and improve program and area review resource requests to reduce inappropriate or duplicate resource requests. — 4.55
- Improve fluency with business and HR processes. — 4.73

Legend: Division Average, Fire Technology, Entrepreneurship, Computer Application Systems, Business, Electronic Systems Technology, Welding, Paralegal Studies, Administration of Justice, Machine Tool Technology, Industrial Technology, Real Estate

Other Priority Areas to Address to Carry Out the College Mission
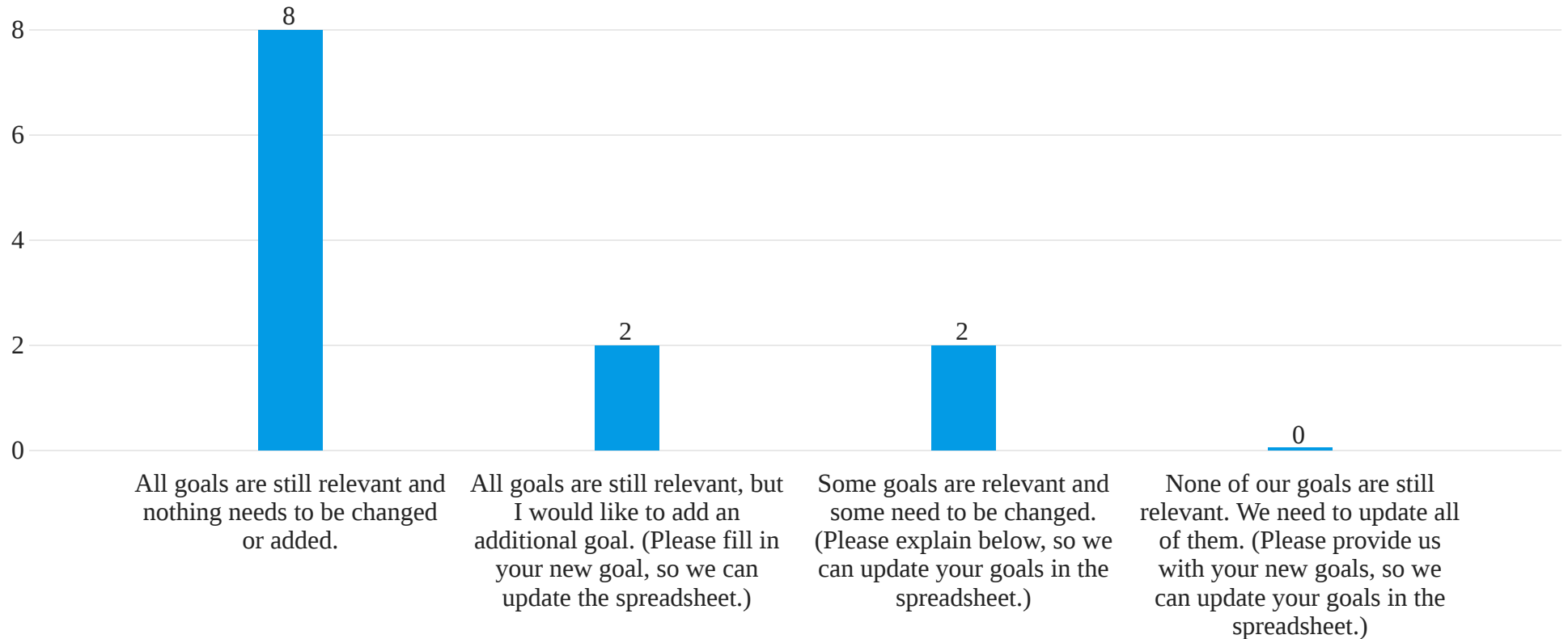
12 Responses

Name of Program, Discipline, Area or Service	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).
Administration of Justice	Rank #1 - Address the lack of staffing - how can we accomplish mission items without the requisite staff to do it?
Automotive Technology	NA
Business	N/A
Computer Application Systems	Intentionally left blank.
Electronic Systems Technology	N/A
Entrepreneurship	Create a safe campus for students and staff with clear procedures and training for all. And most of all the confidence that policy and not politics will dictate the procedures.
Fire Technology	Promote career education programs and pathways, integrating academic education that aligns with the students' goals.
Industrial Technology	N/A
Machine Tool Technology	N/A

Paralegal Studies	Rank #1 - Address the lack of staffing - how can we accomplish mission items without staff to do it?
Real Estate	The issues specifically of career development needs of our students as stated in the Chabot mission statement is deserving of increased emphasis.
Welding	N/A

Reflections on Goals

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:

12 Responses

Response	Count
All goals are still relevant and nothing needs to be changed or added.	8
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.)	2
Some goals are relevant and some need to be changed. (Please explain below, so we can update your goals in the spreadsheet.)	2
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.)	0

Name of Program, Discipline, Area or Service	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.) - Text
Fire Technology	N/A
Entrepreneurship	N/A
Computer Application Systems	N/A
Business	N/A
Electronic Systems Technology	N/A
Welding	N/A
Paralegal Studies	Leverage the program partnerships and create an internship program using Business 95/96 to offer students credit

Administration of Justice	With the passage of AB 89, which mandates Colleges with Police Academies to create and provide a new Law Enforcement degree, we need to develop and implement curriculum for the new "Modern Policing" Degree and Degree pathway, and plan to include CSU articulation and transferability of the new degree to select CSU and out of state accredited universities. We also need to develop and implement a non-credit basic skills development course for pre-law enforcement students to further develop competencies for basic skills, including an emphasis on critical thinking and decision-making, interpersonal communication, leadership, and physical agility.
Automotive Technology	N/A
Machine Tool Technology	N/A
Industrial Technology	N/A
Real Estate	N/A

12 Responses

Name of Program, Discipline, Area or Service	Some goals are relevant and some need to be changed. (Please explain below, so we can update your goals in the spreadsheet.) - Text
Fire Technology	The Chabot Fire Technology Program successfully completed the reaccreditation process with State Fire Training. Our new training facility in partnership with the City of Hayward Fire Department is not yet fully open, so we are still working through the objectives we established related to the facility to determine if we will continue with all of the goals or if we need to scale back the ramp-up of the training courses we hope to restore. We need to maintain compliance with all safety requirements for operating a fire academy and firefighter field internship program.
Entrepreneurship	Goal 1: Remove Entrepreneurship RJV. The RJV was ineffective and a waste of money. Goal 1 should be replaced with: Adopt OER/ZTC for all ENTR courses by on end of Spring 2024. Goals 2 is completed and needs to be submitted to Curriculum. Goal 3: Creation is entrepreneurial sales course is completed and needs to be submitted to Curriculum. Remainder of Goal 3 in process.
Computer Application Systems	N/A
Business	N/A
Electronic Systems Technology	N/A
Welding	N/A
Paralegal Studies	N/A

Administration of Justice	N/A
Automotive Technology	N/A
Machine Tool Technology	N/A
Industrial Technology	N/A
Real Estate	N/A

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

11 Responses

Category	Count
All goals are achieved.	1
Some goals are achieved and some are in progress.	8
All goals are in progress.	1
Some goals are in progress and some are not started.	1
No goals are started because... (please explain in text box below).	0
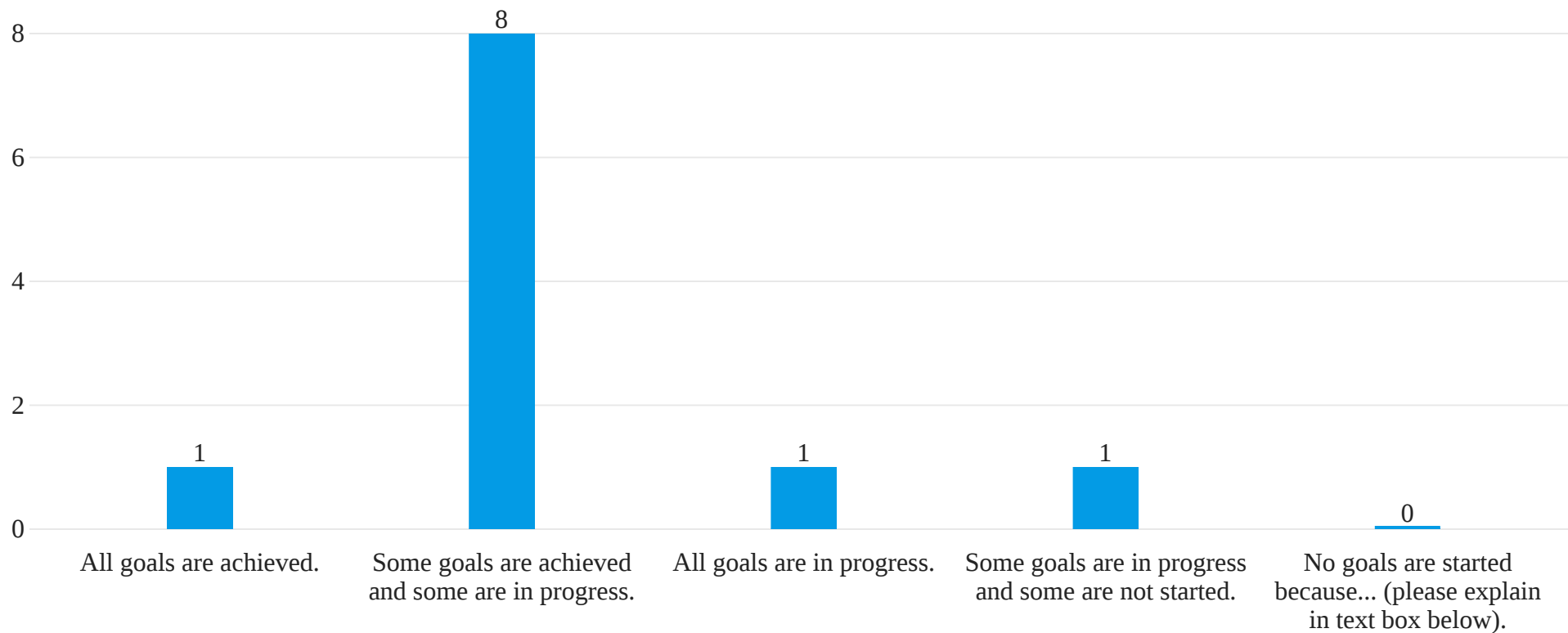
Name of Program, Discipline, Area or Service	So far, what is going well regarding completing your program's/area's goals? Please include reflections on achievement of outputs or outcomes.
Administration of Justice	Increased the number of LE certificates earned considerably: in 2021-2022, students earned 2 certificates; in 2022-2023, students earned 17 certificates. Success rate with our LatinX student population is extremely encouraging, with the enrollment success rate from ADMJ 50 to 60 courses at 84%. We are also serving a much higher older student population than the College at-large, particularly within the age range of 25-49. More than a dozen workshops/guest speakers were offered to students both face-to-face and virtually, including areas on job searching, resumes, career opportunities, and professionals in the field, which may have helped drive our sharp increase in enrollment this Fall. Our new Leadership Certificate also became available last spring and we have a number of students currently pursuing the certificate.
Automotive Technology	All goals are developing within the scheduled timeframe; we secured funds to upgrade equipment, tools, and materials. Non-credit classes are gaining popularity, and their enrollment is increasing. The Mercedes-Benz program is strong; we placed many students in area dealerships. We also established a long-desired partnership with Volkswagen and expect to have strong support from local dealerships and greater opportunities to place students in their workforce. Overall, the automotive program is growing. We achieved all the goals and created new targets that are being developed to improve and strengthen the program.
Business	The Business discipline has restored pre-pandemic on-campus course offerings. With the Fall 2023 semester, enrollments are at pre-pandemic levels. Students seem excited to return to campus at this time
Computer Application Systems	We are not aware of anything happening in this area so it is not possible to provide feedback on these questions.
Electronic Systems Technology	This year has seen significant expansion in the ESYS program. Our team has been fortified by adding a new lab technician, and there's been a healthy surge in registration figures. The promotional activities and industry connections initiated by our former professor have proven successful, evidenced by the increase in student participants this year.

Entrepreneurship	The Noncredit versions of ENTR1 and ENTR20 are completed and need to be submitted to Curriculum. The Entrepreneurial Sales course is completed and needs to be submitted to Curriculum. To be honest, I'm not in a rush to do either of these things because we're cutting current classes just as students are returning to the campus. Why go to the trouble of introducing new classes when the district and college are in the process of "Right Sizing" the campus? ENTR AS will be completed in Spring 2024. Engaging the community to expand the reach of the ENTR program will be contingent upon the new marketing person.
Fire Technology	We are seeing a slow return of students by restoring the in-person classes. Also, there is renewed interest by students in our fire academy now that we restored the evening and weekend training option. We are making progress at the Hayward Fire Training Center, but the facility is not fully open so we are only progressing on the objectives within our control.
Industrial Technology	We continue to improve our Hybrid approach using feedback from students, increased use of online resources, and better incorporation of publisher resources.
Machine Tool Technology	Goal 1 has been partially achieved (still need to created non-credit courses for some classes) and could be leading to the expected outcome of increased enrollment and productivity. Several MTT courses are fully enrolled or have waiting lists, which is a first in my experience as an instructor or as a student.

Paralegal Studies	Students are getting jobs! Increased the number of certificates earned: in 2021-2022, students earned 11 certificates. In 2022-2023, students earned 12 certificates. We are also serving a higher percentage of African American students compared to the College at-large: Fall 2022 College - 9% PLGL - 11% Spring 2023 College 9% PLGL 13% More than a dozen workshops/guest speakers were offered to students both face-to-face and virtually, including areas on job searching, resumes, career opportunities, and professionals in the field.
Real Estate	The program has been doing well in the area of student enrollments as our enrollments have been consistently strong, with most classes exceeding initial limits. The online delivery of courses is meeting current and ongoing student demand for quality online course delivery. The number of certificates awarded has been increasing and is evidence of the success of our course online offerings and availability.
Welding	GOAL #1: The skill level of most advanced students meets or exceeds the D1.1 test for steel, and comparable metrics for other materials. Graduating students, and increasingly those close to graduation, are being employed locally in positions that demand several years of skill. GOAL #2: Retention and persistance numbers continue to be strong, with more students interested in certificate and AS completion. GOAL #3: Diversity has increased with enrollment, reflecting that we are primarily attracting more students of color. We are also placing more students of color in the industry.

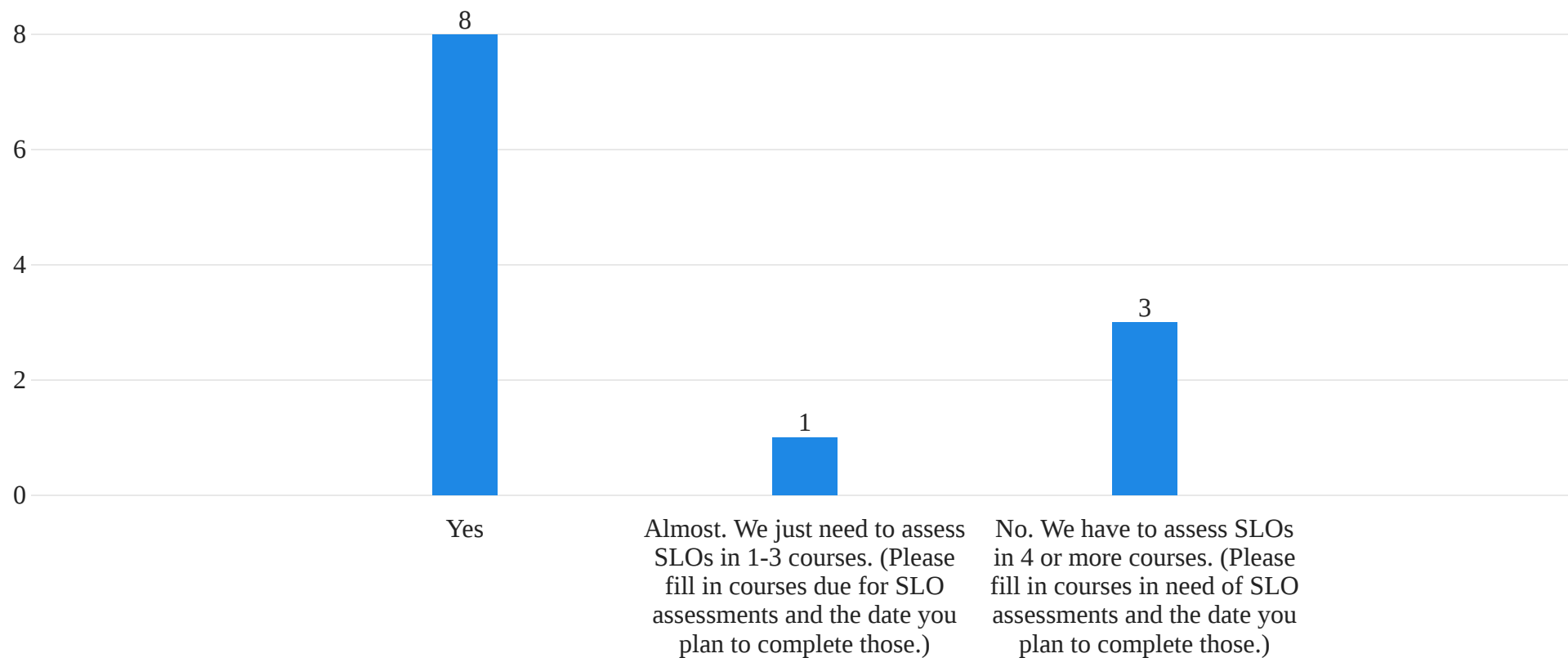| Name of Program, Discipline, Area or Service	Question: What are some challenges regarding completing your program's/area's goals? Please include reflections on challenges with producing outputs or outcomes so far.
Administration of Justice	Challenges are student success rates, particularly in our online courses. Upon polling DI students, they face many challenges, including attempting to complete assignments on cell phones, lack of reliable internet at home, housing insecurities, and more. They are referred to campus and community resources, offered flexibility with assignments and more. However, we can and want to do more to help with basic needs and are open to any and all suggestions. Additionally, we have several community partners and employers offering positions/internships to students (many paid), however, we need help with organization/coordination, and getting the word out to students.
Automotive Technology	We struggle with storage and lab technician coverage; significant instructional time is spent on activities necessary to production that could be done by assistants instead of faculty. Lack of protocols and specific guidelines delays work and causes interruptions; we must create guidelines and processes to deal with maintenance, parts purchasing, and equipment repairs.
Business	The Business discipline with it's current staffing levels has been successful in meeting department goals. We now anticipate faculty retirements in the near term and request a faculty position. We anticipate two or more retirements in the coming two semesters.
Computer Application Systems	The biggest challenge at this level is the lack of an FTE dedicated to running the department, achieving the program goals, maintaining and assessing the curriculum, and expanding the department with complete and relevant paths. Without the FTE we lack a consistent vision and rely on adjuncts to complete reviews and tasks to the bare minimum required. At the beginning of this complete PAR cycle, the CAS success rate mirrored the Overall College but CAS has now slipped 10% and without some action, there is no reason to believe that the tread will change.

Electronic Systems Technology	Some of the obstacles we face in achieving the program goals set by the former professor include the urgent need to hire a full-time professor to foster growth, enhance our relations with industry partners, and keep abreast of the latest developments in the local and regional electronics industry.
Entrepreneurship	The district and college are in the process of "Right Sizing" the campus. This process will reduce class offerings, not expand upon them. Engaging the community to expand the reach of the ENTR program will be contingent upon the new marketing person.
Fire Technology	The transition to the Hayward Fire Training Center has been slow as the facility is not fully operational. Considerable staff time has been spent to move from the former training center in San Leandro to the Chabot Campus, then incremental movement of instructional and student resources from campus to the Hayward Fire Training Center while the academy classes are in progress. Half of last year was spent completing the program reaccreditation process with State Fire Training, limiting the program coordinator's time and ability to perform coordination activities during the semester. Although the goals are still valid, many remain in standby mode as staff time is committed to managing the facility onboarding issues for both Fire and EMS programs and training a new full time fire academy instructor. The pending loss of our Administrative Assistant to a new position will further put the program behind in achieving all of the previously established goals.
Industrial Technology	Teaching applied technologies in the virtual space is challenging
Machine Tool Technology	The publicity operation, while it has been achieved, did not create any measurable affect in enrollment according to first day of class polling of students. Publicity might still prove a useful tool in increasing enrollment and awareness in the MTT program, but the approach should be altered to better target a receptive audience.
Paralegal Studies	Challenges are student success rates, especially since our program is completely virtual. Upon polling students, they face challenges such as working full-time jobs, attempting to complete assignments on cell phones, lack of reliable internet at home, housing insecurities, and more. They are referred to campus and community resources, offered flexibility with assignments and more. However, we can and want to do more to help with basic needs and open to any and all suggestions. Additionally, we have several community partners and employers offering positions/internships to students (many paid), however, we need help with organization/ coordination, and getting the word out to students.

Real Estate	The challenge of making new, potential and incoming students aware of the convenience, availability and range of our online course offerings is a challenge
Welding	Students with exceptionally high skill levels sometimes leave for employment before completing the program. FTEF restrictions, (reduced number of sections) may make completion more difficult or extended due to student schedules.

Learning Outcomes Assessment Results (SLOs & PLOs)

Is the assessment for all SLOs in your program up to date?

12 Responses

Yes	Almost. We just need to assess SLOs in 1-3 courses. (Please fill in courses due for SLO assessments and the date you plan to complete those.)	No. We have to assess SLOs in 4 or more courses. (Please fill in courses in need of SLO assessments and the date you plan to complete those.)
8	1	3

Name of Program, Discipline, Area or Service	Please fill in courses due for SLO assessments and the date you plan to complete those.
Administration of Justice	Need to clarify why ADMJ 40,42 and 70 read as "not offered" (they are); ADMJ 41 offered first time this semester and will be assessed; ADMJ 55 was assessed but reads as "currently being deactivated" - trying to determine where the error lies.
Automotive Technology	N/A
Business	N/A
Computer Application Systems	N/A
Electronic Systems Technology	N/A
Entrepreneurship	N/A
Fire Technology	N/A
Industrial Technology	N/A
Machine Tool Technology	N/A
Paralegal Studies	N/A
Real Estate	N/A
Welding	N/A

Name of Program, Discipline, Area or Service	No. We have to assess SLOs in 4 or more courses. (Please fill in courses in need of SLO assessments and the date you plan to complete those.) - Text
Administration of Justice	N/A
Automotive Technology	ATEC 1, 4, 5, 75, 6A, 6B, 91 - Will be done by December 2023
Business	N/A
Computer Application Systems	N/A
Electronic Systems Technology	N/A
Entrepreneurship	N/A
Fire Technology	All of them need to be completed in Curricunet
Industrial Technology	N/A
Machine Tool Technology	N/A
Paralegal Studies	PLGL 31 & 33 in Fall 2023/ PLGL 32, 34 & 36 Spring 2024
Real Estate	N/A
Welding	N/A

Is assessment for all PLOs in your program up to date?
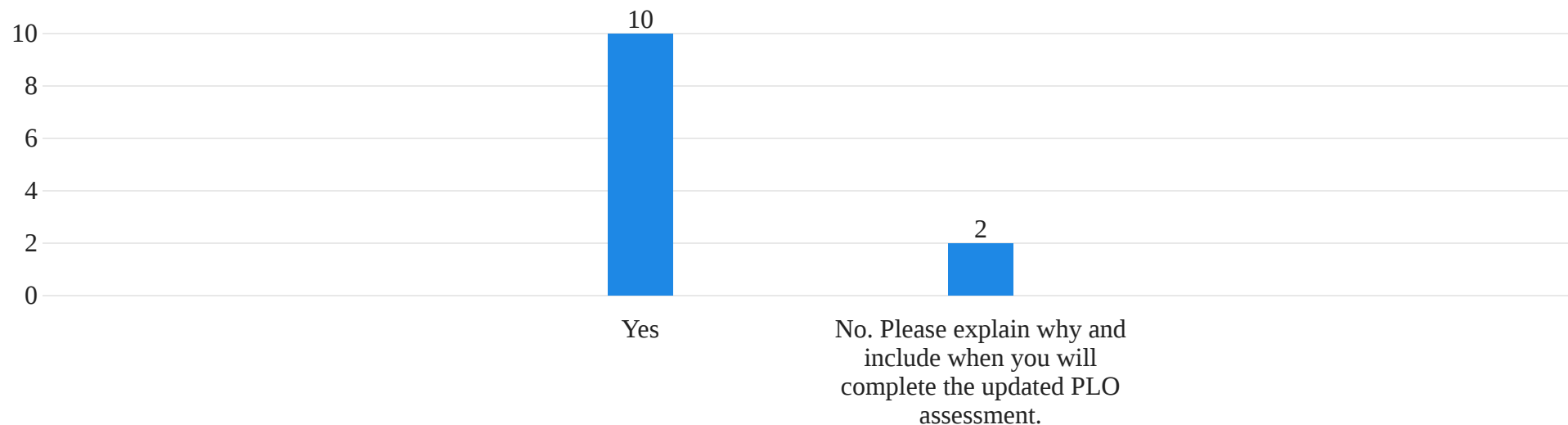
12 Responses

12 Responses

Name of Program, Discipline, Area or Service	If you selected 'No' above, please explain why and include when you will complete the updated PLO assessment.
Administration of Justice	N/A
Automotive Technology	N/A
Business	N/A
Computer Application Systems	N/A
Electronic Systems Technology	N/A
Entrepreneurship	N/A

Fire Technology	Still need that, too.
Industrial Technology	N/A
Machine Tool Technology	The MTT department is currently assessing PLOs for outstanding programs and should be completed by 10/15
Paralegal Studies	N/A
Real Estate	N/A
Welding	N/A

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

12 Responses

Bar chart showing responses:
- Great! We have made significant progress in implementing our plans to improve student learning and our program. — 5
- Good. We have started some actions, but we still have work to do. — 6
- Not so good. We haven't started yet. Please fill in your plans to address below. — 1
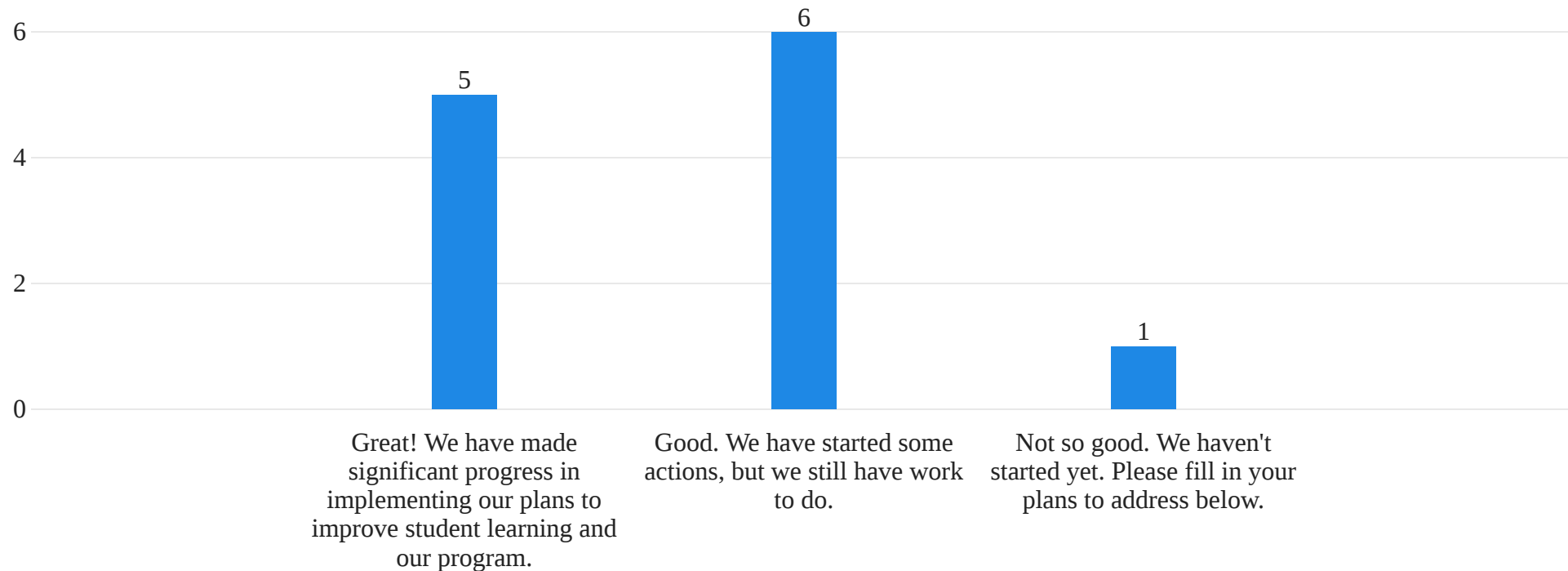
Name of Program, Discipline, Area or Service	If you selected 'Not so good. We haven't started yet' above, please fill in your plans to address below.
Administration of Justice	N/A
Automotive Technology	N/A
Business	N/A
Computer Application Systems	Unknown. The previously mentioned limitations apply here.
Electronic Systems Technology	N/A
Entrepreneurship	N/A
Fire Technology	N/A
Industrial Technology	N/A
Machine Tool Technology	N/A
Paralegal Studies	N/A
Real Estate	N/A
Welding	N/A

Rationales for Resource Requests

<div align="right">12 Responses</div>

Name of Program, Discipline, Area or Service	Which of your PAR goals, plans for improving student learning, and/or plans for reaching SAOs will need augmented or new resources?
Administration of Justice	The PAR goal of a replacement full-time faculty member needs to be augmented. We have too many classes/sections to have only full-time faculty member teaching (17 classes for Fall, not including Academy courses or Paralegal Studies). Moreover, the AB 89 mandated new Modern Policing Program will require new curriculum, courses and considerable support.
Automotive Technology	We need to hire one more lab technician. We need to hire more adjunct instructors.
Business	The Instructor Distance Education Conference will expand our teaching modalities allowing us to assist students from a wide range of backgrounds. This includes AI and the latest innovation in distance learning.
Computer Application Systems	Filling the vacant FTE in the CAS or roll the department into another department with a full-time FTE.
Electronic Systems Technology	N/A

Entrepreneurship	While we've met our goals, we recognize the need to make ENTR 100% OER/ZTC. Even $10 for a book seems to delay students and their ability to effectively engage the material. The goal is 100% OER/ZTC by the end of Spring 2024. We recently received a grant to convert ENTR5 to OER/ZTC, therefore there are no additional resources required.
Fire Technology	The most important resource need for the Fire Technology Program is the safety and training equipment used by students at the Fire Training Center and with the Work Experience internships. We have addressed the Fire Prevention Inspector program needs last year. Second is the training of faculty and staff on how to safely operate the training center props that students will be using. Third is the repairs and maintenance of the resources used by Chabot College for the academy training. And fourth is the need for faculty assistance to update the curriculum and articulate 4-year institutions. Finally, we need better marketing support of our programs and opportunities.
Industrial Technology	None
Machine Tool Technology	None.
Paralegal Studies	The PAR goal of a full-time faculty member needs to be augmented - there is one FT ADMJ/Academy Coordinator supporting this program. The program needs help with marketing; since the program is relatively new, most community members are not aware of it or that it can be completed in one year. We need a better onboarding process for PLGL students. We also need more outreach and to establish a structured practical internship program. Technical skills are extremely important for the paralegal position, and can only be obtained with real world experience.
Real Estate	no resources needed
Welding	We want to increase the number of courses that meet OER/ZTC. One solution is the American Welding Society Educational Library. Online Educational Library : Education : American Welding Society (aws.org) . The obstacle to implementation are the State accessibility requirements that may or may not be met by the format. We are examining the product to determine if it meets those requirements.

Business	Even though enrollment was soft the first semester back on campus. We are currently filling courses on campus. No class was canceled Fall 2023, instead, we added a needed BUS 12 course. Program mapping has helped students find the appropriate course for their program and degree objectives.
Computer Application Systems	N/A
Electronic Systems Technology	N/A
Entrepreneurship	There is still far too my much emphasis on transfer planning. As a result, we capture a minority of high school students. We need to reconsider our value proposition for this group. We also need consider ow we can serve older first time/returning students. A pathway/cohort program focused on older first time/returning students would be valuable. Students in the 28-45 age range. Regardless of ed goal, they would work together to succeed.
Fire Technology	We need better marketing and should consider an ISA option with the Hayward Fire Department, much like LPC has with Livermore-Pleasanton Fire Department. We are NOT seeking an ISA model like the Sheriff's Academy. ISA's can generate FTES above our current pre-employment student attendance in Fire Technology courses.
Industrial Technology	Mass marketing
Machine Tool Technology	The MTT department has seen a significant increase in enrollment both last year and this year, as have several other programs in Applied Tech and Business. I would recommend that the college reallocate resources to programs that are growing to help maintain and improve this growth.

Paralegal Studies	PLGL's enrollment is doing fantastic. We are in need of a FT faculty member to support this program, and FTEF to ensure that enough classes are offered so that students can successfully complete the certificate in one year. We (and counseling) are also in need of a designated Public Safety counselor to cover ADMJ, the Sheriff's Academy, Fire Technology, Fire Academy, Emergency Medical Services, Paralegal Studies Program, and the pending Paramedic Program. Our programs are complex and require someone who specializes in the various requirements/certifications/degrees. Additionally, a marketing push is needed. The College has incredible programs, however, many are unknown. For example, the community is often unaware that Chabot offers a Law Enforcement Certificate and Paralegal Studies Certificate, and they can both be completed within one year. A campus beautification project is also critical for students to physically return. When informally polled in class, students have repeatedly stated that bright colors, native California plants, seating areas, umbrellas, etc would help create an environment that they would seek out. Las Positas is far ahead of Chabot in this area.
Real Estate	Continuing to offer, support and develop online course offerings in combination with on campus offerings and programs to get students physically on campus during middle school or high school. Through any fun program that may be an athletic event, (swimming in an Olympic pool), baseball league, welding demonstration, youth chess club, spelling bee- anything that introduces the young learned to the existence of Chabot and the approachability and relatability of the campus. The more very young students are familiar personally with Chabot and the sooner this happens the more students we will have later on. To wait until high school students are graduating or in last two years of high school is waiting too long.
Welding	The Welding Program has waitlists for nearly every course, and has had to turn away a record number of students this semester. Our limitation is the number and type of workstations available in our lab space. We have switched to a hybrid and mixed lab format in order to maximize the number of students who can use the lab simultaneously. Demands to reduce FTEF according to a model that doesn't reflect this format will reduce the number of students we can accommodate and make it harder for them to complete the program in a timely manner. Advocating for an FTEF algorithm that better reflects our maximization of space and faculty hours should be explored. In regard to Chabot as a whole, I would love to see attention to support student retention. Chabot can assist Faculty in contacting students with increasing absences directly and offering support.

One Thing To Tell President Cooks (Optional Question)

Name of Program, Discipline, Area or Service	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?
Administration of Justice	Thank you for including this question! Please publicly support Public Safety, and specifically, our law enforcement students and staff. For too many years this College, under prior leadership, has either ignored or shamed ADMJ students and staff, who are part of one of the biggest disciplines on campus. Our students work incredibly hard and want to serve their community; they deserve support from their College, not criticism. We have staff that love our students but have contemplated leaving Chabot College because they are tired of the treatment. Example: College Day 2023, when the Academy was announced as the most profitable program on campus, it was immediately dismissed by the on-stage speaker with "we are not getting into the politics of it." ADMJ is a part of the Chabot Community; our students matter too and deserve to be publicly supported. A top down approach from Leadership is critical to helping change this narrative. Many thanks to President Cooks, Dean Coleman, Chancellor Gerhard and VC Rowland for attending the 177th Academy graduation - that was a wonderful start.
Automotive Technology	Our program offers students the opportunity to learn technical skills that can be applied to a vast range of professions in high demand and with good pay. The program helps increase student confidence in their future. It dramatically improves their employability skills, enabling them to obtain work while still in school or immediately after graduation. Our program provides students with an alternative to four-year college programs; with low educational costs and shorter degree pathways, our career-focused, practical training helps students pursue jobs needed in the community that come with good working conditions and strong employment security.
Business	The business discipline has experienced constant demand from students who need courses available in different modalities to align with student needs and equity. This includes Online, Hybrid, HyFlex, and on-campus courses. Our students struggle to afford textbooks and while we have adopted OER textbooks, some subjects need the publisher platform to help students learn the material. We respectfully request that textbooks be covered over financially supplemented.

Computer Application Systems	N/A
Electronic Systems Technology	The Electronics Systems and Technology program plays a pivotal role in the local economy. Through its training and mentorship initiatives, the program has enabled numerous students to either advance in their existing technical careers or embark on new ones, leveraging the skills and knowledge acquired during their studies here.
Entrepreneurship	NA
Fire Technology	Public Safety Career Education Programs have significant complex issues that need to be considered and supported with sufficient resources to help our student demographic achieve their educational goals. In addition to the resource requests, we need effective marketing of our programs equivalent to the marketing efforts of LPC.
Industrial Technology	We have great enrollment and need a restoration of cut labs and adjuncts to better serve and retain students.
Machine Tool Technology	The MTT program is one of the best programs for ensuring students have a stable career after receiving a certificate or degree. The median annual income for a Chabot CNC programming student, 1 year after completion of a degree or certificates is $56,190! Students can earn a certificate in about 1 year. This makes the MTT program one of the most profitable for students per dollar spent, and yet few students, counselors, or other faculty are aware of our existence.
Paralegal Studies	The position of Paralegal is one of the fastest growing career paths/ fields; growth rates are at 8% and climbing. 8 classes/ 24 units allows a student to become a certified paralegal in the state of California (and every other state). We have incredible partnerships pending, including with the California Black Lawyers Association, the San Francisco Paralegal Association, and Best Buy Legal Department. Please help us staff this program (there is no FT faculty member assigned)!
Real Estate	N/A

Welding

The Welding Department works to maximize student enrollment and progress by providing both a hybrid model and a mixed lab format, (several CRN's simultaneously in the lab). Unfortunately this seems to conflict with registration in Class Web, and certain State formulas, (FTEF, for example), do not recognize. We could use support in translating our hybrid/mixed lab format to the Administration and to the State for better understanding and funding.