Office of Planning, Research & Institutional Effectiveness

Program Review - Annual Update

2023 - 2024

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<div align="center">2023 - 2024</div>

Annual Update Questions - Disciplines

1. Describe any changes or updates that have occurred since you last submitted program review. If there haven't been any changes or updates since your last program review, enter N/A.

Since the PRIE Office submitted its Comprehensive Program Review last year, in which we detailed the impacts of losing one of its two Planning & Research Analysts due to a decline in grant funding, Cañada's second Planning & Research Analyst took a detailed position as a Senior PRIE Analyst at CSM and Cañada PRIE needed to to back fill this position with a substitute Planning & Research Analyst who is working 100% remotely.

2. Provide a summary of the progress you have made on the goals identified in your last program review.

Progress on Goals

1. Support and help facilitate College efforts to become an antiracist institution.

a. PRIE Office continues to support EAPC, including the monitoring and implementation of the College's SEAP plan.

b. PRIE is working with all programs undergoing comprehensive program review to understand equity gaps related to their program outcomes and how they might begin to address them.

c. PRIE is supporting the work of the AB 1705 task force to understand equity gaps in the completion of transfer level English and math, as well as providing an analysis of each of the interventions the College implemented since Fall 2019 to implement AB 705 and what that analysis might suggested for closing gaps in the future.

d. PRIE is supporting the Transfer Task Force to understand equity gaps in transfer.

2. Successfully implement the strategic initiatives in the new College Educational Master Plan for which PRIE is responsible: (new)

a. The PRIE Office has supported the Office of Student Services and SSPC in assisting all student services program in updating their SAOs and assessing them regularly. PRIE has meet with nearly all student services programs about this and helps programs develop and administer surveys as well as other methods of assessing the efficacy and equity impacts of their programs.

b. PRIE is also assisting in covering the duties of the Instructional Technologist and SLO Assessment Faculty Coordinator positions which are currently vacant. This means supporting instructional programs with their SLO assessments.

c. PRIE is supporting other EMP initiative groups in understanding the baseline situation for some of these initiatives (professional development, transfer, career opportunities, etc).

3. Effectively support the College's strategic enrollment management efforts (continued).

a. During the past year, the PRIE Office supported the update of the College SEM plan and currently supports A-Deans in evaluating and taking steps to address many of the strategies contained there in.

b. PRIE works with Outreach, Middle College, Dual Enrollment, and many other offices to help them monitor applicants and support students through the matriculation process.

c. PRIE provides detailed data to all campus constituencies to monitor enrollment trends.

d. PRIE conducted a student survey last year to help the college understand student preferences in instructional modalities and will do so again this year.

e. PRIE is supporting the Evening Hub initiative and will be administering a survey of evening faculty, staff and students to evaluate how well the Cañada de Noche pilot is working.

4. Maintain Cañada College's Accreditation Status. Support the college's accreditation efforts and reporting requirements (continued).

a. PRIE led the effort to finalize and submit the College's Midterm Report in October, 2023.

b. PRIE is preparing for the ISER development process, including proposing a timeline, hiring faculty lead(s), and supporting PBC in making decisions as the Accreditation Oversight Committee. Work on the ISER and the College's understanding of the new Standards and their implications will be ramping up in 2023 and beyond.

3. If your goals are changing, use this space to provide rationale, or background information, for any new goals and resource requests that you'll be submitting that were not included in your last program review.

PRIE's goals are not necessarily changing, but our staffing model to adequately meet these goals is changing. It is highly likely that Cañada's existing Planning & Research Analyst will not be returning to Cañada as he plans to apply for open positions at CSM. This is an opportunity to transition this position to a Senior Planning & Research Analyst so that Cañada's PRIE office can remain competitive in terms of being able to attract a qualified professional who will be able to manage a wide variety of projects and serve all programs across campus. Cañada's PRIE Office is the smallest of the three college offices at SMCCCD, and having a more senior analyst to work closely with the Dean will help make up for the lack of additional Analyst positions.

If your program is requesting resources, please go to "STEP 2: Resource Request (OPTIONAL)" and submit your specific requests there.

Supporting Information

Personnel - Classified Staff (2023 - 2024)

Personnel - Classified Staff (2023-24)

Hiring Division/Department:

Planning, Research & Institutional Effectiveness (PRIE)

Position Title:

Senior Planning & Research Analyst

Is this position permanent?

Yes

Position Type

Full-time

Program Goals this Request Supports

All

Position: General Funds

142,886

Allocation: General Funds

142,886

Justification

1.Describe the specific needs for the position requested and the duties of this position in a brief statement.

The PRIE Office is small and transitioning the existing Analyst position to a Senior Analyst position will help provide the desperately needed expertise in this Office.

2.Explain how this position aligns with and supports the mission and strategic goals of the college.

PRIE and its two position aligns and supports the College mission and all goals by facilitating all research, planning and evaluation at the College. In particular, the PRIE Office's efforts are essential at helping the College understand and address it's equity gaps and ongoing quest to become an anti-racist institution.

3.Explain how adding this position will strengthen the department or division.

It will strengthen the Office by facilitating its ability to attract a qualified expert in the field. This field is highly competitive right now. Each week, college's post an Analyst position for hire. By posting a Senior Analyst opportunity, it should allow the College to attract excellent candidates.

4.Explain how this work will be accomplished if the position is not filled.

We will struggle to serve as many programs, efforts, and people at the College at the same level. We will need to scale back our services.

5.Critical Question: How does this resource request support closing the equity gap?

See above. PRIE is essential in helping all college programs to be able to understand and address closing equity gaps.

6.Critical Question: How does this resource request support Latinx and AANAPISI students??(

As above. In addition, PRIE maintains the college's waiver status to remain an HSI.

Map Request to College Goals and Strategic Initiatives

Which of Cañada College's Goals does this resource request support

Student Access, Success, and Completion,Community Connections,Accessible Infrastructure and Innovation,Equity-Minded and Antiracist College Culture

Which of Cañada College's Strategic Initiatives does this resource request support?

Make registration easier,Connect students to the academic program(s) and classes they need,Ensure students (particularly part-time students) experience a sense of belonging and connection to the College that helps them persist and complete,Improve the financial stability of students ,Support innovative teaching that creates more equitable and antiracist learning environments,Strengthen the college culture of continuous assessment and improvement in order to ensure all programs effectively serve students and close equity gaps,Create and sustain an inclusive, antiracist, and equity-minded campus culture,Better share what Cañada offers,Be the best college choice for local high school students,Strengthen K-16 pathways and transfer,Help students explore and find employment in fields of their choice,Help meet the basic needs of Cañada students and other community members,Ensure the physical campus is accessible,Provide adequate access to technology ,Manage resources effectively

This position has been reviewed by the department or division and is recommended for hiring.