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| **Discipline: Kinesiology** | **Date 2-5-2015** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review.)** | **Add Date   (00/00/0000)** |

**DEFINITION**

Program Review and Planning is the means by which faculty, staff, and/or administrators complete a self-evaluation of an academic discipline, program, or service.  The self-evaluation includes an analysis of both quantitative and qualitative data on how the academic discipline, program, or service is supporting the mission and strategic planning of Palomar College in meeting the educational and career interests of students.  Through the review of and reflection on key program elements, such as program data and student learning outcomes, Program Review and Planning defines the curriculum changes, staffing levels, activities, and/or strategies necessary to continue to improve the academic discipline, program, or service in support of student success.  The Program Review and Planning process also ensures short-term and long-term planning and identification of the resources necessary to implement identified goals and priorities.  (ACCJC Standard I.B3; AB-1725, 10+1)

**Purpose of Program Review and Planning:**

Program Review and Planning for Years 2 and 3 provides a “check-in” on the Year 1 Comprehensive PRP. The PRP documents the vision and planning for a program or discipline. It also provides information for the development of the College’s Strategic Plan goals and annual objectives, documents overarching themes/issues occurring across academic programs and instruction, identifies the needs for resource allocations, and identifies department needs for developing the annual Staffing Plan update.

[**Palomar College Mission**](http://www.palomar.edu/about/goals.aspx)

Our mission is to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. As a comprehensive community college, we support and encourage students who are pursuing transfer-readiness, general education, basic skills, career and technical training, aesthetic and cultural enrichment, and lifelong education. We are committed to helping our students achieve the learning outcomes necessary to contribute as individuals and global citizens living responsibly, effectively, and creatively in an interdependent and ever-changing world.

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| **List everyone who participated in completing this Program Review and Planning Document.**  **Robert Vetter, Lacey Craft, Hugh Gerhardt, Dan Early** |

**STEP I. Evaluation of Program & SLOAC Data.** In this section, examine and analyze updated program data, the results of SLOACs, and other factors that could influence your program/discipline’s plans for the current year. Consider trends and any changes in the data as they relate to this year’s analysis.

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| 1. **Analysis of Program Data. Review and comment on any significant changes or noted concerns since last year’s PRP.**   **(For enrollment, WSCH, & FTEF data, use Fall term data only).**   * + Enrollment, Enrollment Load, WSCH, and FTEF (<http://www.palomar.edu/irp/PRP_WSCH_FTEF_Load.xlsx>) **(Use Fall term data only).**   + Course Success and Retention rates (<http://www.palomar.edu/irp/PRP_Success_Retention.xlsx>**). Note, this file is very large and there will be a delay both when you open the file and again when you initiate the first search.**   + Degrees and Certificates (<http://www.palomar.edu/irp/PRP_Degrees_Certs.xlsx>).   Kinesiology Discipline Enrollment, Enrollment Load, WSCH, FTEF: Enrollment was down by 460 head count which lowered our enrollment to cap by 16% from 2012-2013 to 2013-2014. This had an effect on our WSCH at 4303 and WSCH/FTEF at 389, below the college average. This was as a result of new curriculum which was not published in the Fall schedule. The kinesiology discipline is still recovering from the rewriting of the entire curriculum with 75 new course outline of records and changing from a lecture/lab format to a lecture plus lab format. These classes were not approved by the chancellors office until after July 2013. As a result, all Kinesiology courses for a Fall 2013 semester were not printed in the Fall 2013 schedule which had a tremendous negative impact on enrollment. For Fall 2015, we have reduced multiple sections offerings of the same course which are competing at similar times. This is done with the primary goal to help increase our WSCH/FTEF and increase our enrollment to cap % for each of our sections.  Kinesiology Course Success and Retention Rate: Student success rate was 77.6% for 2013-2014 which remains consistent with the past 6 years at an average of 76.5%. The retention rate for 2013-2014 was at 95.3% which remains consistent with the past 6 years at an average of 95.5% |

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| 1. **SLOACs. Using the comprehensive SLOAC reports and faculty discussions as a guide, summarize your planned SLOAC activities for courses and programs for the current academic year. Link to SLOAC resources:** <http://www2.palomar.edu/pages/sloresources/programreview/>   This year in Kinesiology we were able to establish a 3-year assessment cycle for all 97 Kinesiology courses. In the Fall ’14 we also input new SLO’s and assessment methods for all the newly revised courses that went through the curriculum change last year. This allowed us to have TracDat up to date for the accreditation visit this Fall. We also changed many of the assessment methods for existing courses to a direct measurement instead of the universal survey (indirect) that we were using previously. Since we work closely with another discipline (Athletics), our 3-year assessment cycle is unique (due to repeatability issues and 350-hour rules), the courses we offer are rotated in a way that only allows some to be assessed once every 3 years. Since we have established a cycle, we were able to assess 10 courses this Fall ‘14 (volleyball, softball, soccer, football, off-season conditioning). We are scheduled to assess another 7 courses this Spring ’15 (adaptive aquatics, football, in-season conditioning, lifeguarding, and water safety). This summer we are going to complete our first assessment of Kinesiology 128A (over 500 students in one course). We have established a program SLO, but plan to work with the SLOAC coordinators this Spring to identify the most effective method to assess the program SLO so that we can assess our Kinesiology program next academic year. Most of the discussion regarding the SLOs for Kinesiology was in planning our assessment cycle calendar and identifying new assessment methods for courses (instead of using the student survey). Our focus was on identifying SLOs & assessment methods for the new courses that went through curriculum. We have identified different tools to assess skill and/or fitness improvement that is course specific. |

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| 1. **Other Relevant Data and Information.** 2. **Review other data and/or information that you included in last year’s assessment of your program (see Step II.C). (Examples of other data and factors include, but are not limited to: external accreditation requirements, State and Federal legislation, four-year institution directions, technology, equipment, budget, professional development opportunities). Describe other data and/or information that you have considered as part of the assessment of your program. If there is additional information you are using to assess your program this year, also describe that information here.**   "Course repeatability", mandated by the state, along with identifying "sports conditioning" courses and "families" of courses affected our entire course offerings as to it pertains to unit value, hours and number of times offered. We had to create a "leveling" within our families of courses if we were to continue to meetthe needs of the students and work within the guidelines set forth by the state.   1. **Given this updated information, how are your current and future students impacted by your program and planning activities? Note: Analysis of data is based on both quantitative (e.g., numbers, rates, estimates, results from classroom surveys) and qualitative (e.g., advisory group minutes, observations, changes in legislation, focus groups, expert opinion) information.**   Students have actually been impacted in a positive way. By creating distinct levels of courses and adding new courses to the schedule, the student has the ability to experience a more diverse academic schedule by having a greater variety of courses to choose from to meet his or her goal. The plan involves offering family of sports specific conditioning courses scheduled on a 2 year cycle. This takes into account the rotating of courses and levels on an annual basis. This will allow students the ability to not exceed the 175 hours annually for kinesiology conditioning courses, while at the same time, remain within the parameters established for "repeatability". |

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| 1. **Labor Market Data. For Career/Technical disciplines only, review and comment on any significant changes or concerns since last year’s PRP. (See Step II.D). This data is be found on the CA Employment Development website at** [**http://www.labormarketinfo.edd.ca.gov/**](http://www.labormarketinfo.edd.ca.gov/)**. Go here and search on Labor Market Information for Educators and Trainers (http://www.labormarketinfo.edd.ca.gov/Content.asp?pageid=112). Click on summary data profile on right side of page to search by occupation. (Check other reliable industry or government sources on Labor Market Data websites that support findings and are relevant to Region Ten – San Diego/Imperial Counties. Include job projections and trends that may influence major curriculum revisions.)**   N/A |

**STEP II. Progress on Previous Year’s Goals and Plans** (See ”Step III - Updated Goals and Plans” in your completed 2013-14 PRP at <http://www.palomar.edu/irp/PRPCollection.htm>).

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| **Discuss/Summarize progress on last year’s goals. Include**   1. **the impact on resources allocated and utilized;** 2. **any new developments or concerns that are affecting the program;** 3. **any new goals for the program; and** 4. **other information you would like to share.**   A. Impact: Resources received last year allowed students to fullfill their course goals and achieve their outcome for their respective course. These funds provided the department the ability to add levels of courses and maximize facility usage to meet the increased demands of the student.  B.Concerns: Faculty and students have identified many examples of poor facilities, lack of maintenance of the facilities and environment of facilities (lack of air conditioning, heat and ventilation, unsanitary) as an inadequacy of our courses and program. It is a continued challenge to teach students proper skills and fundamentals without proper functioning equipment, in a safe environment that encourages an active/engaging learning environment. New, state of the art equipment would enhance the preparation of students for transfer-readiness and provide the technical skills necessary to enter the workforce and careers that relate to our field of Kinesiology. The district needs to recognize the facility and equipment needs for our disciplne in order for Kinesiology to align with the college mission.  C. 1. Goal: Improve the departments FT/PT instructor ratio. Hire 2 FT instructors to replace 2 of 3 retirees over the past few years. We will be losing 2 more FT professors through retirement in Spring 2015. Our department will then be down 5 FT instructors as of Spring 2015.  2. Goal: Provide students a pathway for career opportunities in Kinesiology and related fields. Plan is to offer necessary courses applicable to achieving the AA-T degree, fitness certification, lab training courses for the athletic training Kine 176 class. Outcome would increase our transfer rate, certificate preparation and provide students the basic training in the multiple sub disciplines of Kinesiology such as Biomechanics, Strength and Connditioning, Health, Motor Behavior, Injury and Prevention and Sport and Exercise.  D. We completed last years goal of updating and revising the Kinesiology Website. Including new adjunct faculty, contact information,gainful employment opportuniites, etc. |

**STEP III. Resources Requested for FY 2014-15:** Now that you have completed Steps I and II, Step III requires you to identify all additional resources you will need to achieve goals, plans and strategies for Step II. First, identify all resource needs in each budget category. You may have up to five (5) requests per budget category. Provide a meaningful rationale for each request and how it links to your Goals, Plans, and Strategies. Resource requests to simply replace budget cuts from previous years will not be considered. Negotiated items should not be included in any resources requested. PLEASE NOTE THAT ALL FUNDING ALLOCATED BY IPC IS ONE-TIME AND MUST BE SPENT WITHIN THE DEFINED TIMELINE. Requests that support more than one discipline should be included on the “Academic Department Resource Requests” PRP form only. [*Click here for examples of each budget category.*](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

Prioritize within each category and then prioritize across categories in Step IV.

\*Refer to Strategic Plan 2016 Objectives at http://www.palomar.edu/strategicplanning/StrategicPlan2016-Year2.pdf

**Budget category a. Equipment (acct 600010 and per unit cost is >$500). Enter requests on lines below. Click here for examples of equipment:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **a1.** | **Windscreen** | **600010** | **#3** | **5.2** | **For safety and security. Replace existing windscreen surrounding the pool. Has not been replaced in 15 years. Present screen is destroyed from outside elements.** | **$3,000** |
| **a2.** | **Jugs Pitching Machine** | **600010** | **#3** | **1.3** | **Replace existing ATEC machine which has been rebuilt several times and is beyond repair. Machine provides instructional support for our students enrolled in our Kine 170, Kine 212, Kine 125 classes, which has an enrollment from 60-100 students/section. Necessary equipment used in assessing student performance and improvement in meeting the learning outcome for the course.** | **$2500** |
| **a3.** |  |  |  |  |  |  |
| **a4.** |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |

**Budget category b. Technology (acct 600010, examples: computers, data projectors, document readers). Enter requests on lines below. Click here for examples of technology:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **b1.** |  |  |  |  |  |  |
| **b2.** |  |  |  |  |  |  |
| **b3.** |  |  |  |  |  |  |
| **b4.** |  |  |  |  |  |  |
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**Budget category c. Supplies (acct 400010 and per unit cost is <$500). Enter requests on lines below. Click here for examples of supplies:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **c1.** | **Class Instructional supplies** | **400010** | **#3** | **1.2** | **Items used daily for instruction and necessary to conduct a class specific to the skill or fitness parameter**  **10ea - mens/womens basketballs**  **10ea - mens/womens volleyballs**  **10ea - mens/womens water polo balls**  **10ea - footballs**  **10doz - softballs**  **10doz - baseballs**  **3gross - tennis balls**  **8boxes - antibacterial wipes for Wt. room**  **6ea - TRX Fitness Trainers**  **25ea - leather jump ropes w/wall mount**  **25 ea/5gallon containers - field marking paint (line fields for clases)** | **$12,000** |
| **c2.** |  |  |  |  |  |  |
| **c3.** |  |  |  |  |  |  |
| **c4.** |  |  |  |  |  |  |
| **c5.** |  |  |  |  |  |  |

**Budget category d. Operating Expenses (acct 500010; examples: printing, maintenance agreements, software license) Enter requests on lines below. Click here for examples of operating expense:** [**http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf**](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already partially funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **d1.** | **Maintenance Agreement** | **500010** | **#3** | **1.2** | **Annual agreement with Fitness Warehouse USA who has contracted with the district for the WFC exercise machines and the CT Bldg weight training machines. Maintenance and repair contract to ensure all equipment used by our students is in safe working condition. Service provided quarterly.** | **$15000** |
| **d2.** |  |  |  |  |  |  |
| **d3.** |  |  |  |  |  |  |
| **d4.** |  |  |  |  |  |  |
| **d5.** |  |  |  |  |  |  |

**Budget category e. Travel Expenses for Faculty (acct 500010: faculty travel only)**

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits if applicable)** |
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| **e1.** |  |  |  |  |  |  |
| **e2.** |  |  |  |  |  |  |
| **e3.** |  |  |  |  |  |  |
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| **e5.** |  |  |  |  |  |  |

**Budget category f. Short-term hourly (temporary and student worker). Enter requests on lines below.**

| **Priority Number for Resource Requests** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits if applicable)** |
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| **f1.** | **Lifeguards** | **230010** | **#3** | **2.2** | **Swimming Pool requirement. District safety and liability issue. Provide lifeguard coverage for all classes, athletic competition and district events for Fall/Spring/Summer semesters. (average of 6hrs/day x $11/hr x 5 days/wk x 2 semesters). Summer, (2hrs/day x 4 days/wk x 8 wks).** | **$15000** |
| **f2.** |  |  |  |  |  |  |
| **f3.** |  |  |  |  |  |  |
| **f4.** |  |  |  |  |  |  |
| **f5.** |  |  |  |  |  |  |

**STEP IV. Prioritize Resource Requests.** Now that you have completed Step III, prioritize all of your resource requests as one group; not prioritized within each budget category. This means you could have your #1 priority in technology, your #2 priority in short-term hourly, and your #3 priority in equipment, etc. If you actually have five (5) requests in each of the six (6) budget categories, you would end up with 30 prioritized requests**. IPC will not consider requests that are not prioritized.** Note that all funding allocated by IPC is one-time and must be spent within the defined timeline.

| **Priority Number for all Resource Requests in Step III** | **Resource Item Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide ~~a~~ detailed rationale for each item. Refer to your goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If item is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include tax, shipping, benefits, etc.)** |
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| **1.** | **f1 - Lifeguards** | **230010** | **#3** | **2.2** | **Swimming Pool Lifeguards. Required by State regulations. District safety and liability issue. Provide coverage for all classes, athletic competition and district events for F/Sp/Su semesters. (average of 6hrs/day x $11/hr x 5 days/wk x 2 semesters). Summer: (2hrs/day x 4days x 8wks).** | **$15,000.00** |
| **2.** | **a2 - Instructional class supplies** | **400010** | **#3** | **1.2** | **Items used for daily instruction and necessary to conduct a class specific to the skill and/or fitness parameter.**  **10ea - mens/womens basketballs**  **10ea - mens/womens volleyballs**  **10ea - mens/womens water polo balls**  **10ea - footballs**  **10doz - softballs**  **10doz - baseballs**  **3gross - tennis balls**  **8boxes - antibacterial wipes for CT Bldg**  **6ea. - TRX Fitness Trainers**  **25ea - leather jump ropes w/wall mount**  **25ea -/5gallon containers - field marking paint (line fields for classes).** | **$12,000** |
| **3.** | **a2 -Windscreen for Swimming Pool** | **600010** | **#3** | **5.2** | **Windscreen for swimming pool. Safety and security issue for instructional classes. Replace existing 15 yr okld screening which has been destroyed by the outside elements and vandalism.** | **$3000.00** |
| **4.** | **a3 - Jugs Pitching Machine** | **600010** | **#3** | **1.3** | **Jugs Pitching Machine: Replace existing ATEC machine which has been rebuilt several times and is beyond repair. Machine priovides instructional support for our students in our Kine 170,212,125 classes, which have enrollments from 60-100 students/section. Necessary equipment used is assessing student performance and improvement in meeting the learning outcomes for the course.** | **$2500.00** |
| **5.** | **d1 - Maintenance Agreement for WFC & CT Bldg** | **500010** | **#3** | **1.2** | **Maintenance agreement with Fitness Warehouse USA. Annual contract set up with the district to maintain the exercise equipment in the WFC and the weight machines in the CT Bldg (weight room). Maintenance and repairs to ensure all equipment is in safe operating condition for our students. Service provided quarterly.** | **$15,000** |
| **6.** |  |  |  |  |  |  |
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**STEP V. Contract Position Requests.** Prioritize all contract positions you feel are needed to achieve goals, plans and strategies identified in Step II. Include all requests for Classified, CAST, and Administrator positions that either replace a vacancy due to retirements, resignations, lateral transfers, etc., or any new positions. You may request up to ten (10) positions and they must be prioritized to be considered by IPC. Please note that only these position requests will be prioritized by IPC when developing the annual Staffing Plan for Instruction.   (Do not include faculty positions.)

| **Priority Number for Contract Position Requests** | **Position Title/Category**  **Requested** | **Fund Category** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Objective Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf)**\*** | **Provide a detailed rationale for the each position. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the Strategic Plan. (If position is already funded, name the source and describe why it is not sufficient for future funding.)** | **Amount of Funding Requested (include benefits)** |
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**Department Chair/Designee Signature Date**

**Division Dean Signature Date**