

## 2009-2010 Instructional Program Review and Planning Supplemental Form

Please complete this form for each priority you identified in the 2008-2009 progress report (review these at [PRP Supplemental Report Form](#)). Please list at the end of this form the faculty and staff who participate in this report. Forward (1) a hard copy to Instructional Services and (2) email a Microsoft Word copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/05/2010.

<b>Department Reading Services</b>	<b>Department Priority # 1</b>	<input type="checkbox"/> <b>No funding/resources are being requested</b>
<b>Program/Discipline: all</b>		<b>Program/Discipline Priority # FOR 2010-2011: 1</b>

To establish a priority, use the current Program Review and Planning (PRP) document submitted Spring 2009 (posted at [PRP Supplemental Report Form](#)) for this program or discipline. Identify from Box #2 in the PRP a priority for the upcoming academic year or develop a priority based on the data analysis discussed in Box #2.

<p><b>*2. Data Analysis (restate or summarize the data analysis from the PRP):</b>          Due to the increase in the number of learners using this program and in order to further serve learners referred by the EAP and BSI/HIS grant programs this software needs to be fully operational.</p>					
<p><b>*3.a/b. Describe your goal (priority) based on data analysis from the PRP:</b>          In order to deal with the increased number of students in Reading 30 and 50 along with requests from IS to repair the program, this maintenance contract is essential.</p>					
<p>Resources requested: Identify all the resources you are requesting to support the implementation of this priority. These resources would be additional funding needed beyond what is already provided to the discipline through the base resource allocation process.</p>	<p>Describe the resource(s) requested</p>	<p>Cite page(s) that provide rationale for this priority request</p>	<p>Estimated Amount of Funding Requested</p>	<p>New, one-time funding</p>	<p>New, on-going funding</p>
*4.a. Equipment – Per unit cost is ≥\$500 (microscopes, table saw, etc.)					
*4.a. Technology (computers, data projectors, document readers, etc.)					
*4.b. Budget for 4000s - Per unit cost is ≤\$500 (supplies)					
*4.b. Budget for 5000s – Printing, maintenance agreements, software license, accreditation fees, etc.	Read On Software	4A	\$3,295.00		Per Year, on-going
*4.c. Facilities					
*4.d. Faculty position					
*4.e. Classified staff position (contract)					
*4.e. Classified staff position (hourly)					
			<b>TOTAL</b>		
			<b>\$3,295.00</b>		

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**How will you evaluate whether or not you have met your goal/priority with the requested resources?  
By reviewing students' lab attendance and noting an increase of their "Time on Task" in the Read-On Program. The staff should encounter a fewer number of student complaints regarding the program being inoperational.**

**What evidence will you provide to reflect the impact these resources had on student learning?  
Improved Pre/Post TABE (Reading) and Reading Progress Scale test results.**

<p><b>*5. Strategic Plan goal or objective addressed by this priority in <a href="#">Strategic Plan 2013</a>?</b>  Objectives 2.2 and 2.4 strategic Plan 2013</p>	<p><b>Course(s) &amp; SLO(s) addressed by this priority in <a href="#">Curricunet</a>?</b>  Reading 30 - SLO #1; Reading 50 - SLO #1 &amp; #2</p>	<p><b>Program(s) and SLO(s) addressed by this priority (program is defined as a certificate, degree, or discipline) in <a href="#">Curricunet</a>?</b>  Does Not Apply</p>
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**6. Reflect on the progress your discipline and/or department is making on defining, implementing, and assessing course, program, GE/Institutional level SLOs. What have been the benefits and what have been the challenges?  
The department has worked diligently in setting SLO's for all reading and education courses**

**Individuals completing this Program Review and Planning Supplemental document:**

Name(s):	Signatures:	Date:
Stan Levy		
Melinda Carrillo		

\*Numbering parallels sections in original Program Review and Planning document  
Program Review and Planning Supplemental 2009-2010 Form Updated with IPC input 1.28.10  
Reviewed by Faculty Senate on 02/01/2010; Reviewed by SPC on 02/02/2010