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## 2021-2022 COMPREHENSIVE REVIEW

### OVERVIEW OF PROGRAM REVIEW AND PLANNING FOR NON- INSTRUCTIONAL PROGRAMS

Program Review is a self-study of your unit. For non-instructional program review, the definition of what is a unit varies based upon your division. A unit may be a department (e.g., Information Services, Institutional Research and Planning, Financial Aid), a program (e.g., EOPS, TRIO), or a division (Human Resource Services). The Vice Presidents for each division have identified/defined the units that will complete the review cycle.

Regardless of whether your unit is a program, department, or division, program review is about documenting the plans you have for improving Institutional Effectiveness in your area and sharing that information with the college community. Through the review of and reflection on key elements, Program Review and Planning identifies program strengths and strategies necessary to improve the operation of your area. With that in mind, please answer the following questions.

### BASIC UNIT INFORMATION

**Program/Unit Name**

Social and Behavioral Sciences Division

**Department Name**

Social and Behavioral Sciences

**Division Name**

Instruction

**Name of Person responsible for the Program/Unit**

Diane Studinka

**Website address(es) for your program(s)/unit(s)****Webpage URL 1****Unit webpage**<https://www2.palomar.edu/pages/sbsddivision/>**Please list all participants and their respective titles in this Program Review**

Participant	Title
Diane Studinka	Interim Dean of Social and Behavioral Sciences

### PROGRAM/UNIT MISSION STATEMENT

**What is you Program/Unit's mission statement?**

All faculty and staff in the Social and Behavioral Sciences Division believe in the value of the individual and in the individual's potential for intellectual, ethical, personal, physical, and social growth and development.

**Describe how your mission statement aligns with and contributes to the College's Vision and Mission.**

The SBS mission statement needs work. It does not address students. It is not noted as a mission statement on the SBS website. As far as aligning with the College's vision and mission, the SBS statement does note how it values individuals and individual potential. The acknowledgement of individuals supports student experiences.

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## PROGRAM/UNIT DESCRIPTION

### Staffing

Use the Permanent Staff Count link below to answer staffing questions.

Link: [Permanent Employees Staff Counts](#)

This form required a login and password to access. Please use your Palomar email and password to log in.

**Full-Time Staff****Total Number of Full-time Staff**

2.00

**Number of Classified Staff**

1.00

**Number of CAST Staff**

0.00

**Number of Administrators**

1.00

**Number of Full-time Faculty**

0.00

**Part-Time Staff****Total Number of Permanent Part-time Staff**

0.00

**FTE of Part-time Staff (2x19 hr/wk=.95)**

0.00

**FTEF of Part-time Faculty**

0.00

**Describe additional temporary hourly or contract staff who support this unit and/or department. (Include FWS/District Student Worker/Veteran Student Worker)**

No additional direct support.

**As part of the PRP cycle, Human Resource Services has provided [organizational charts](#) for all non-instructional units. Please review the charts and answer the following questions:**

**In reviewing your organizational structure, what are the strengths and opportunities this structure brings to the department, division, and college?**

There are many strengths in the organizational structure of the SBS division. Initially, SBS has diversity in the faculty and staff. Students are able to take courses in one of 17 disciplines or departments. Except for English, students can complete all of their requirements by taking only courses offered through SBS disciplines.

As far as opportunities, there is always room for growth. For instance, History is working toward adding a Global Studies Program and coursework. Additionally, Child Development is in the process of adding Education as a second discipline and coursework that aligns with CSUSM's impacted Education Program. Kinesiology is looking forward to new facilities that will be able to expand course offerings and new certificates. SBS division office will continue to observe and gather feedback based on student need.

**In reviewing the organization structure, are there areas that could be improved if you were structured differently (i.e., efficiencies, communications/collaboration with the college, needs, etc.)**

Prior to the previous permanent dean leaving the position, work was done to align areas (Library, Tutoring, and Wellness Center) that were under SBS to more appropriate instructional divisions. Academic Technology Resource Center (ATRC) has moved into Instruction, but SBS still assists with some requests. At this time, there is no need to make any additional changes.

## Program/Unit Description

### Who utilizes your services

Social and Behavioral full and part-time faculty, staff, and students taking SBS courses.

### What services does your program/unit provide (Describe your program/unit)?

The SBS division provides leadership, management, and administrative support to instructional departments, ECELS, and students who have issues or concerns.

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## PROGRAM/UNIT ASSESSMENT

## SERVICE AREA OUTCOME ASSESSMENT

### GOT SERVICE AREA OUTCOMES?

Outcomes are statements written in support of student learning to show direct support (instruction) or indirect support (services) provided on campus. Assessment is the way we measure how well we are achieving our outcomes.

For non-instructional areas, outcomes are called Service Area Outcomes (SAO).

### So, what is an SAO?

A Service Area Outcome (SAO) is a statement about what a client will experience, receive, or know as a result of a given service. Clients can be students, faculty, staff, or community members.

As part of our three-year planning and review cycles, all non-instructional units are asked to:

- identify at least two SAOs,
- develop a plan and assess their SAOs,
- reflect on the results,
- and take action, as necessary.

Palomar has adopted Nuventive Improve (previously named TracDat) as our official repository for SLO and SAO Assessment information.

**Review and/or define your SAOs and assessment plans and ensure they are entered in Nuventive Improve by:**

- 1) Login to Nuventive Improve (previously TracDat) [https://idmpg.palomar.edu/\\_layouts/PG/login.aspx?ReturnUrl=%2Fsso%2Fdefault.aspx..](https://idmpg.palomar.edu/_layouts/PG/login.aspx?ReturnUrl=%2Fsso%2Fdefault.aspx..) Your Palomar username and password is your login.
- 2) Check your SAOs for **currency** and **sunset** any SAOs if you no longer plan to assess them.
- 3) Revise or edit your current SAOs by revising their wording and/or updating the assessment and assessment results.

**NEED HELP?****Nuventive Improve:**

- 1) If you need help with anything Nuventive Improve related such as login, unit identification, entering SAO info, contact Marti Snyder at [msnyder2@palomar.edu](mailto:msnyder2@palomar.edu).
- 2) Check out this video on how to enter SAOs in Nuventive Improve: <https://youtu.be/b1sRa68wm4c>

**Defining and Assessing SAOs:**

Not sure if your SAOs make the grade? Need some help writing an SAO? Not sure about how to assess your SAOs?

- 1) [Hartnell's SAO Guide](#) is a nice resource! Thank you Hartnell!

- 2) Contact Michelle Barton at [mbarton@palomar.edu](mailto:mbarton@palomar.edu). We have a resource support team to help.

A template for entering SAOs can be found on the [IR&Ps Non-instructional Program Review and Planning website](#)

SERVICE AREA OUTCOMES TEMPLATE					
Date Identified or Last Reviewed	Description of SAO (What is your SAO?)	Assessment Method (How will/do you measure or assess it?)	Criterion (How will/do you know if you met the outcome?)	Date of Assessment	Date of Next Assessment
1)					
2)					
3)					
4)					

**Are all of your unit's SAOs and assessment plans UPDATED and ENTERED in Nuventive Improve?**

Yes

## SAOs SUMMARIES AND REFLECTIONS

For each SAO in Nuventive Improve summarize what you learned from the assessment and what improvements you have implemented or plan to implement as a result of your SAO assessments.

### SAOs

#### SAO 1

**SAO Title**

Transfer Model Curriculum

**Assessment Status**

Assessed

**SAO Summary and Reflection**

SAO- Work with departments to create appropriate Associate in Arts for Transfer Degrees to facilitate student transfer.

This SAO was created by the previous dean. The SBS division continues to work with departments and disciplines to add AA-T's to meet student needs. Progress has already been made in Chicano Studies, American Indian Studies, and Gender, Women, and Sexuality, and Political Science. ECON and HIST AA-T's also show strong student need by continuing to increase completers.

Additionally, on 11/3/2021, the Curriculum Committee approved revisions to the University Studies in Elementary Education Preparation. Additionally, the Child Development Department is seeking to become multidisciplinary by adding Early Education. Two of the three education courses were also approved at this meeting. Appropriate certificates and ADT's will be added in the future.

This SAO will continue to be assessed as programs add and revise AA-T's.

#### SAO 2

**SAO Title**

Enrollment trends

**Assessment Status**

Assessed

**SAO Summary and Reflection**

SAO- Work with departments to create appropriate Associate in Arts for Transfer Degrees to facilitate student transfer.

The previous update on this SAO included, " Instruction has worked with IRP to develop the COMET planning tool to track FTEF, sections, and allocations. It is a work in progress." While COMET is still a work in progress, it has evolved into a tool that is shared with department chairs, discipline leads, and faculty to share quantitative information in regards to future enrollment management and course scheduling. The current assessment includes, "Due to COVID-19, SBS has lower FTES and lower head counts as compared to pre-pandemic enrollment numbers. The plan is to maintain and build enrollment as society slowly emerges from the pandemic. The hope is to add FTEF in SBS by the fall of 2022.

This SAO will continue to be assessed since enrollment trends will be a focus each semester into the future.

#### SAO 3

**SAO Title**

Diversity, Equity and Inclusion

**Assessment Status**

Not assessed

**SAO Summary and Reflection**

SBS faculty and staff will have opportunities to participate in professional development activities related to Diversity, Equity and Inclusion.

The interim dean has been participating in DEI professional development opportunities. This SAO is important for the continued promotion of DEI. The goal is to move from talk to action across SBS departments and with full, part-time faculty and staff.

**Next planned assesment**

06/30/2022

**SAO 4****SAO Title**

SBS Mission and Vision Statements

**Assessment Status**

Not assessed

**SAO Summary and Reflection**

SBS faculty and staff will give input to the revision of the SBS mission and vision statements to align with the college's new mission statement.

After review of the current SBS mission statement, revisions are needed.

**Next planned assesment**

06/30/2022

**SAO 5****SAO Title**

SBS Website

**Assessment Status**

Not assessed

**SAO Summary and Reflection**

Faculty, staff and students will access a current and professionally designed SBS website.

After review of the current SBS website, revisions are needed.

**Next planned assesment**

06/30/2022

**OTHER ASSESSMENT DATA****Quantitative Data**

List all other quantitative and/or qualitative measures you use to track, monitor, and/or evaluate the effectiveness of your program/Unit.

**Measures, Descriptions, and Annual Values****Measure 1****Name of Measure**

Diane Studinka

**Description of Measure****Year****Year****Year****Year****Value****Value****Value****Value**

List values for years listed immediately above. Select "+ Add Measure" below to insert all measures, values, and descriptions.

**Reflect on your quantitative data and summarize your findings or interpretations.**

N/A- Quantitative data was not collected, and therefore unable to be summarized or interpreted.

After review of the previous SBS PRP and SAO information, it was determined the SBS Division Office would benefit from regular faculty and staff "check-in" surveys. An initial survey was sent to SBS faculty within the first month after the assignment of a new interim dean. An End of the Fall survey will be sent to all SBS faculty and staff. Plans for moving forward will be to send out a quick under 5 minute survey at least 2-3 times a semester.

## Qualitative Data

**Describe any qualitative measures you use and summarize the results.**

Since the interim dean has been on the job for only 3 months, collection of qualitative measures is still occurring. The department chairs, ADA's, and faculty share anecdotal information about SBS students, enrollment, curriculum, and issues that need to be solved. Since the SBS division has been lacking a full-time dean for almost a year, the departments have become fairly self-sufficient. It has taken some work to remind departments to include the interim dean and permanent DAA on any situations that arise where the division office can provide support.

**What improvements have you implemented or plan to implement as a result of your assessment of quantitative and/or qualitative data described above?**

Improvements include increasing communication with departments and disciplines. Being invited to the department meeting is an important part of getting to know the full and part-time faculty. The interim dean has sent out division wide emails and offers open Zoom office hours on the second and fourth Mondays from 4:00-4:30 PM. Both full and part-time faculty have participated in the Zoom meetings. Each meeting the interim dean has discovered areas that need improvement both at the college-wide, department, and course level. The interim dean acted to rectify the areas of need shared during the open office hours.

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## ACHIEVEMENTS AND OTHER RELEVANT INFORMATION

**Describe your program's achievements this past year. Where possible, describe how these achievements are related to our students and their success!**

For the first time in more than a year, a full-time interim dean has been assigned to the SBS Division Office. Additionally, a permanent DAA has been assigned to SBS. By having full-time employees in these positions, support is provided to the SBS chairs, ADA's, and faculty. Since the interim dean has only been on the job for three months and the college is still in the midst of a world-wide pandemic, it is safe to say, our achievements over the past year have been the ability to adapt to the ever-changing policies and procedures. The full-time consistent support offered by the SBS Division Office helps support faculty and staff to do their jobs in order for students to be successful. The interim deans hope to assess the achievements for the 2021-22 year this time next year.

**Describe any recent changes in legislation, policies, procedures, processes, and/or technology (software and hardware) that have impacted or will impact your program/unit. What effect will these changes have on your program/unit?**

Currently there are not any significant changes in legislation, policies, procedures, processes, or technology that have directly impacted the SBS Division Office. Now, there are numerous CCC and Statewide legislation which will impact SBS departments and disciplines. For instance, one major piece of legislation is AB 1460 that will effect Ethnic Studies and Multicultural Studies courses. Additionally, the Vision for Success/Guided Pathways continues to impact SBS programs to focus on student success and reorganization of the college's functions. Finally, the Student Center Funding Formula SCFF adds pressure for the college, and thus divisions, departments, and disciplines to focus on program completion, while still maximizing enrollment and efficiency rates.

**In addition to (or in response to) the changes listed above, what board policies, procedures, and processes need to be updated, created, or deleted?**

The addition of Adobe Sign for almost all documents has been a game-changer to increase the speed in which paperwork is processed. There are multiple discussions around re-organization, for instance of ADA positions, that will eventually affect the SBS Division Office. There are several BP, AP's and processes that need to be updated, but thus far, none that have been identified to directly affect the SBS Division Office.

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## PROGRAM/UNIT EVALUATION AND THREE-YEAR PLANNING

**Program Evaluation and Planning is completed in two steps.**

First, you will complete an overall evaluation of your unit drawing from your unit assessment data.

Second, working from that evaluation, you will establish your goals for the upcoming three years.

### Section 1: Overall Evaluation of Program

Reflect on your unit, the results of your assessments in Part 2 above, and your vision for the future. Then, working together answer the following questions. Summarize your answers in the grid below.

1. What are our greatest strengths?
2. What are our best opportunities?
3. What is our preferred future, what do we aspire to do?
4. What are the measurable results that will tell us we've achieved that vision of the future?

### Section 2: Establish Goals and Strategies for the Next Three Years

Once you have completed your overall evaluation, identify a set of goals and strategies for accomplishing them for this upcoming three-year planning cycle. Use the template in Section 2 below to document your goals, strategies, and timelines for completion. Goals should be Specific, Measurable, Attainable, Relevant, and Time –Specific (SMART). Following the goal template below will help you create SMART goals!

## OVERALL EVALUATION OF PROGRAM

Discuss your Program's/Unit's Strengths, Opportunities, Aspirations, and Results (SOAR) and summarize your discussion below.

#### **Strengths:**

The SBS Division Office strength has the ability demonstrate servant and authentic leadership traits. After the first three months serving as interim dean, the overall outlook for the division is a positive one.

#### **Opportunities:**

The SBS Division Office will work with internal and external areas, organizations, and institutions to increase opportunities for programs, departments, and disciplines to meet student needs.

#### **Aspirations:**

The SBS Division Office will continue to participate in outreach efforts to increase student enrollment, retention, completion, and success rates.

#### **Results:**

Results will be measured by the depth and breadth of connections made to promote student success. This includes initiatives moving from discussion to action.

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## PROGRESS ON PRIOR PRP GOALS

List current or prior PRP goals your unit has been working on and provide an update by placing an “X” in the appropriate status box.

### Prior PRP Goals

#### Goal 1

**Goal**

Work with the VPI to institutionalize a standardized method for SAOs for the Instructional Divisions

**Choice**

Ongoing

#### Goal 2

**Goal**

Improve scheduling process by giving schedulers access and making data more available

**Choice**

Ongoing

#### Goal 3

**Goal**

Work with faculty to reconnect with the community and educational partners.

**Choice**

Ongoing

#### Goal 4

**Goal**

Improve internal processes to streamline workflows and improve communication

**Choice**

Ongoing

#### Goal 5

**Goal**

Provide support to AIS and Ethnic Studies as each area responds to the requirement of having students take 1 3-unit course in Ethnic Studies, "defined as having a focus on African Americans, Asian Americans, Latino/a Americans and Native Americans."

**Choice**

No longer a goal

**Add any comments related to your work on prior goals, if needed (e.g., successes, challenges, reasons for eliminating a goal).**

These goals were created by the previous dean. Goal #1 was discussed at a Deans Meeting earlier this semester. The deans created a DEI SAO. Goals 2, 3, and 4 will most likely continue into the future. Goal #2 mentions the implementation of Ad Astra, which is no longer something the college is continuing to pursue. Even though Ad Astra will not be implemented at the college, a new program for scheduling is still needed. Goal #5 has been completed, but revisions based on the ever changing requirements will continue into the future.

## ESTABLISH GOALS AND STRATEGIES FOR THE NEXT THREE YEARS

**New Goals: Please list all goals for this three-year planning cycle.**

### Goal 1

#### Description

The SBS Division Office will encourage, and promote participation in opportunities related to Diversity, Equity and Inclusion with Department Chairs and faculty.

#### Strategies for implementation

Implementation has already begun. DEI topics are an agenda item on the monthly SBS Division meetings. The plan is to determine SBS faculty DEI needs and plan professional development opportunities based on identified needs.

#### Timeline for implementation

Spring 2022

#### Outcome(s) expected (qualitative/quantitative)

Increase DEI awareness across the SBS division.

#### How does this goal align with your unit's mission statement?

It will align with a new mission statement that is part of new Goal #2.

#### How does this goals align with the College's Strategic Plan 2022?

This goal aligns with the College's Strategic Plan 2022 under the list of values, which includes access, equity, diversity, inclusiveness, and mutual respect and trust.

Additionally Goal #2 Objective #3- Establish communities of practice or similar opportunities for faculty and staff to engage in deeper conversation and activities addressing such topics as equity, student learning, appropriate student placement recommendations and support for students to complete transfer-level English and math in one year.

#### Expected Goal Completion Date

6/30/2022

### Goal 2

#### Description

The SBS Division Office will revise the current mission and vision statements to align with the college's new mission statement.

#### Strategies for implementation

Initially work with department chairs and ADA's to revise the current mission and vision statements. Once a draft has been created, sunshine it out to the entire SBS division for additional feedback. Once a consensus has been achieved, announce the new mission and vision statement and post on the SBS website.

#### Timeline for implementation

Spring 2022

#### Outcome(s) expected (qualitative/quantitative)

Qualitative outcomes are expected as the SBS Division Office will refer to its mission and vision statements.

#### How does this goal align with your unit's mission statement?

N/A

#### How does this goals align with the College's Strategic Plan 2022?

The goal will integrate aspects of the mission and values presented in the College's Strategic Plan 2022.

**Expected Goal Completion Date**

6/30/2022

**Goal 3****Description**

The SBS Division Office will review and update its website to ensure it reflects currency and provides resources for faculty and staff.

**Strategies for implementation**

Implementation will begin with the interim dean and DAA reviewing the current SBS division website. Initial changes will be made. ADA's, chairs, and faculty will be recruited to provide additional feedback.

**Timeline for implementation**

Spring 2022.

**Outcome(s) expected (qualitative/quantitative)**

A division website that in current and provides resources for faculty and staff.

**How does this goal align with your unit's mission statement?**

N/A- Working on creating a new mission statement.

**How does this goals align with the College's Strategic Plan 2022?**

This goal will increase the value for providing excellent service.

Additionally, Goal #3 Objective #5- Implement improved communication strategies for faculty and staff.

**Expected Goal Completion Date**

6/30/2022

**How do your goals align with the College's values of equity and inclusion?**

The three new goals align with the college's values of equity and inclusion. DEI is the first new goal and aligns perfectly with the college's aspirations for this coming year. Also, an attempt will be made to include all SBS faculty and staff in discussions when creating the division's new mission and vision statement.

**The Strategic Plan 2022 includes the College's Vision for Success (VfS) outcomes. Review the VfS goals and reflect on how your unit supports these outcomes. Identify one strategy your unit will implement to help the college meet these outcomes. Click here to access Strategic Plan 2022.**

VfS Goal 1: Completion

VFS-1A. Palomar College will increase among all students, the number who earned an associate degree or associate degree for transfer in the selected or subsequent year from 1,484 in 2016-17 to 1,806 in 2021-22.

VFS-1B. Palomar College will increase among all students, the number who earned a Chancellor's Office approved certificate in the selected or subsequent year from 1,463 in 2016-17 to 1,536 in 2021-22.

The SBS Division supports several of the highest degree and certificate programs at the college (excluding University Studies degrees). The SBS Division will share ideas from the Child Development Department on how to increase degree and certificate completion rates. Additionally, for areas that have low producing degrees and certificates, Program Revitalization will be discussed and possibly implemented.

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**RESOURCES**

Congratulations! You are nearing completion. In this section, you will consider the resources you need to implement your three-year program review plan and/or address any findings from your assessment of your discipline.

The section is organized into the following four parts:

PART 1: Staffing Needs (Faculty and Additional Staff)

PART 2: Budget Review

PART 3: Technology and Facilities Needs

PART 4: One Time Request for Other Needs (NonTechnology Equipment, Supplies, Operating Expenses, Travel)

**Reflect upon the three year plan you created above, your current operations, and any upcoming factors (retirements, changes in legislation, and changes in policies or procedures) that will impact your unit. How will you allocate resources to implement your plan? Describe additional resources needed to improve the effectiveness of your unit/program. All resource requests must be aligned with the College's [Strategic Plan 2022](#).**

**Summarize any reallocation/re-organization of resources you are making based upon your three-year plan, your current operations, and any other factors (e.g., legislation). Describe the impact of the reallocation of resources to your unit.**

## PART 1: STAFFING NEEDS

Are you requesting new Classified, CAST, or AA positions?

No

**If you are requesting STAFF, please fully complete this section. If not, you can skip to the next resource section. Click "+Add Staff, CAST, AA request" below for each additional request.**

**When considering the funds required for a position, consult the HR website for position salary schedule and the [Benefits Worksheet](#) for additional costs related to benefits for the position.**

## PART 2: BUDGET REVIEW

Review your Budget/Expenditure reports for 2019, 2020, 2021. Consider your three-year PRP plan.

Click on the link below to access directions to the *Available Budget Report* to complete this section.

[How to Request the Available Budget Report](#)

**Reflecting on your three-year PRP plan, are there any budget considerations you would like your dean/supervisor to be aware of for the upcoming year?**

No

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## **NOTE: PARTS 3 and 4 – TECHNOLOGY, FACILITIES AND OTHER NEEDS**

This year the College is implementing two new processes related to resource needs coming from the PRP process.

1. One-Time Fund Requests. The college is implementing a process for prioritizing and allocating funds for one-time needs/requests tied to Program Review and Planning. Prioritization will take place through participatory governance in planning councils and the Budget Committee. Then, a recommendation will be made to Exec for funding of request utilizing various funding sources.

For more information about funding sources available, see [IELM BLOCK GRANT, LOTTERY, PERKINS AND STRONG WORKFORCE GUIDELINES](#) (on the left menu of the web page).

Consider submitting one-time requests only if you have verified that you cannot fund the request using your general discretionary funds or other funds.

2. Technology and Facilities Review. From now on, ALL requests for technology will go through an institutional review process. If you request technology here, you will see a description of the process below.

### **PART 3: TECHNOLOGY**

**Will you be requesting any technology (hardware/software) this upcoming year?**

No

#### **Note about technology requests:**

*All technology requests will now go through a review process before prioritization.*

- *Your director will send you a Technology Request Checklist (aka Technology Proposal Analysis Checklist).*
  - *You must complete this checklist and return it to your director no later than 11/19/2021.*
  - *Once the director approves the form and the request, the director will send the document to the Technology Review Committee to determine IS resources needed, any integration issues, and/or potential overlap with existing technology.*
  - *The results of the review will be sent to the director with feedback.*
  - *The director will determine whether or not the request moves forward for prioritization and/or implementation.*
    - *Requests for one-time funding will move forward for prioritization.*
    - *Requests that use funding from your department budget may move forward for purchase.*

### **PART 3: FACILITIES NEEDS**

**Do you have resource needs that require physical space or modification to physical space?**

No

#### **One Time Needs**

For more information about funding sources available, see [IELM BLOCK GRANT, LOTTERY, PERKINS AND STRONG WORKFORCE GUIDELINES](#) (on the left menu of the web page under "Instructional Funding Sources").

**Do you have one-time requests for other items (e.g., Non-Technology Equipment, Supplies, Operating Expenses, Travel) that your budget or other funding sources will NOT cover?**

No

**Enter your email address to receive a copy of the PRP to keep for your records.**

dstudinka@palomar.edu

I confirm that the Program Review is complete and ready to be submitted.

Yes

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Page 5 will show for reviewers (VP and/or Planning Councils) upon submission of the form.

## FEEDBACK AND FOLLOW-UP

Once your Program/Unit PRP is completed, your division or planning council should review and discuss based on your Vice President's planning process. This area is intended for summary feedback and recommendations from the divisional review.

### Confirmation of Review by Division / Planning Council

Person/Group/Council who reviewed PRP:

Sign Date

## FEEDBACK

Strengths and successes of the program/unit as evidenced by the data, analysis, and assessments:

Areas of Concern, if any:

Recommendations for improvement:

## Vice President Review

Strengths and successes of the discipline as evidenced by the data and analysis:

This is a great summary of the work being done in the SBS division this year. The data included was very helpful as was the overview and background. The goals make perfect sense given where the division is at this time. Really appreciate the in-depth review here with optimism for rebuilding post-covid. Well done.

Areas of concern, if any:

The SAOS are great though very discipline-based vs' office-based- that may be something to think about for the future.

Recommendations for improvement:

VP Name:

Jack S. Kahn Ph.D.

Signature Date:

11/11/2021