



2022-23 Non-Instructional Program Review and Planning

2022-2023 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

Academic Year

2022-23

Are you completing a Comprehensive or Annual PRP?

Comprehensive

Division Name

Student Services

Department Name

SS Athletics

Choose your department. If you don't see it, you may add it by typing it in the box.

Program/Unit Name

Athletics

Programs/units are listed by division in alphabetical order (FAS, HRS, INSTR, PRES, SS). If you don't see your unit, you may add it by typing it in the box.

Name of Person responsible for the Program/Unit

Daniel Lynds

Website address(es) for your program(s)/unit(s)

Units need not include each webpage within the main site. However, if your unit oversees multiple areas, please list the sites for each area reviewed in this PRP form.

Click "+Add Webpage URL" to include additional web pages

Webpage URL 1

Unit webpage

<https://www.palomar.edu/athletics/>

Webpage URL 2

Unit webpage

<https://palomarathletics.com/>

Please list all participants and their respective titles in this Program Review

Click on "+Add Participant" below to include additional participants.

Participant	Title
Daniel Lynds	Director of Athletics
Bianca Littleton	ADA
Melissa Allen	Athletic Counselor
Amber Slivick	Athletic Counselor
Fleecia Heise	Lead Athletic Trainer ATC
Dennis Greenhill	Athletic Trainer ATC
Joe Early	Head Coach (Football)
Lacey Craft	Head Coach (Softball)
Leigh Marshall	Head Coach (W Basketball)
Karl Seiler	Head Coach (W Volleyball / Beach)
Ben Adams	Head Coach (Baseball)
Dan Early	Assistant Coach (Football)
John Hennessey	Equipment Room Assistant

PROGRAM/UNIT MISSION STATEMENT

What is your Program's/Unit's Mission Statement?

The mission of the Athletic Department is to provide the best possible "Collegiate Experience" for each of our student athletes. Each of the four support groups within Athletics, (Medical, Academic, Administrative, and Coaching), will strive to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. The Department will ensure that all student-athletes are provided with opportunity and support to achieve their academic and athletic goals. Furthermore, the Department will provide the best possible environment to enable each student-athlete to compete to the fullest extent of their capability. 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.

Click here for [How to Create a Mission Statement](#).

Describe how your Mission Statement aligns with and contributes to the College's Vision and Mission.

The Athletic Department's Mission Statement is closely aligned with the College's Vision and Mission. Both are student focused, committed to access and inclusion, and encourage our students to embrace the best version of themselves. Athletics is uniquely positioned, due to its popularity in the region, to help the community recognize the good work that is being done by the College. Our diverse group of high achieving student athletes serve as shining examples of how Palomar College is truly "Transforming lives for a better future."

Link: [Vision, Mission, and Values](#)

Reminder: Data does not autosave. Save this content before moving to the next section or closing form.

PROGRAM/UNIT DESCRIPTION

Staffing

In this section, you will identify how many faculty and staff support your program. This information is considered when you request permanent staff and faculty hires. It is also useful as you evaluate your program and the human resources and talent you have to support our students.

To help you answer questions in this section, you will need the link shown in red below. This form required a login and password to access. Please use your Palomar email and password to log in.

Link: [Permanent Faculty and Staff Count](#)

Full-Time Staff

Total Number of Full-time Staff

13.00

Number of Classified Staff

4.00

Number of CAST Staff

Part-Time Staff

Total Number of Permanent Part-time Staff

1.00

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

0.66

FTEF of Part-time Faculty

1.00

2.50

Number of Administrators

1.00

Number of Full-time Faculty

7.00

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

STH Sports Information Director: (1) Approx 30 hours per week during competitive seasons = 900 Hours
STH Seasonal Assistant Coaches: (30) Paid by seasonal stipend. Average stipend = \$2,700
STH Athletic Trainers: (2) Approx 20 hours per week = 600 Hours each
STH Academic Advisor: (1) Approx 20 hours per week = 600 Hours each
STH Equipment Room Assistant: (1) 30 Hours per week during competitive seasons
STH Game Management Staff:
Football: (5 games @ 5 hours per game)
PA Announcer: 1
Scoreboard / Game Clock: 1
Play Clock: 1
Press Box Attendant: 1
Chain Crew: 3
Ticket Takers: 6
Basketball: (30 games @ 2 hours per game)
PA Announcer: 1
Scoreboard / Game Clock: 1
Shot Clock: 1
Statistician: 1
Ticket Takers: 3
Volleyball: (24 Games @ 2 Hours)
PA Announcer: 1
Scoreboard: 1
Statistician: 1
Libero Tracker: 1
Baseball:
PA Announcer: 1
Scoreboard: 1
Statistician: 1
Softball:
PA Announcer: 1
Scoreboard: 1
Statistician: 1
Soccer:
1 Scoreboard Operator
Student Employees: 8-10 Per Semester @ 20 Hours Per Week

Have you experienced any changes in staff this past year? If so, please describe how the changes have impacted your operations.

In the last year, the Athletic Department has experienced several staffing changes that have strengthened our department. Two new head coaches were hired ...

1. W Soccer: Greg Cacioppo
2. M Basketball: Ivan Patterson

In addition, Ben Adams, head baseball coach, was moved from PT Faculty to FT Faculty.

And as always, several teams brought on new assistant coaches, season support assistants, and volunteers.

The academic support unit of the athletic department was made much stronger with the addition of FT Faculty Ath.

Counselor Melissa Allen and PT Ath. Counselor (66% Contract SEA funded) Amber Slivick. The two counselors along with academic advisor, Gina Medina, have already started to make an impact on the retention and completion numbers for our department.

The administrative support team was granted an Assistant Chair of Athletics (20% assigned time to begin 1/3/2023). The Assistant Chair is a full-time faculty member that will deal with all instructional and faculty duties involving the athletic department.

Athletics did not have any significant staffing losses in the past year. However, there are a few critical positions that were identified in the past two PRPs that have remained unfilled. The positions previously requested are as follows...

1. Associate Athletic Director
2. Athletic Equipment Specialist (mistakenly listed as Athletic Equipment Manager) on last PRP
3. Sports Information Specialist

As part of the PRP cycle, Human Resource Services will provide Organizational Charts for all non-instructional units. Review the following organizational charts to answer the questions below.

- [Finance and Administrative Services](#)
- [Human Resource Services](#)
- [Instructional Services](#)
- [President's Office](#)
- [Student Services](#)

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

The organizational chart for Athletics needs to be revised to accurately reflect the current operational structure. There should be five sub-divisions under the Director of Athletics. The sub-divisions are as follows....

1. Academic Support Team (Ath Counselors, Academic Advisor, Peer Tutors, etc)
2. Medical Support Team (Head Ath Trainer Certified, FT Ath Trainer, PT Ath Trainers (2), Student Trainers, Volunteers, Team Dr)
3. Administrative Support Team (ADA, Equipment Manager, SIS, Game Staff, Compliance Clerk)
4. Coaches / Ath Teams (16 Teams and Their Coaching Staffs, Seasonal Support Assistants, Volunteers)
5. non-Athletics programs (Pool, WFC)

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.)?

As previously stated, the entire Athletics' organizational chart needs to be redone. Adding an Associate AD that would be in charge of the Administrative Support Team would be a tremendous addition to the Athletic Department. It would help the entire department to work more efficiently and provide the Director of Athletics more time to dedicate to departmental growth and development.

Program/Unit Description

Who utilizes your services?

There are currently nearly four hundred active student athletes that use the services provided by the Department of Athletics. If you factor in the number of students that don't end up making the official rosters of one of our athletic teams, that number swells to well over five hundred students that are served at some point during the year by Athletics.

What services does your program/unit provide (describe your program/unit)?

Among the most comprehensive and diverse programs in the state, the intercollegiate athletic program at Palomar College consists of a combined 16 men's and women's varsity-sport teams, including: baseball, men's and women's basketball, women's beach volleyball, football, men's and women's soccer, softball, men's and women's swimming, women's track and field, men's and women's water polo, men's and women's volleyball and wrestling. The athletics department is also designated to oversee a vibrant co-ed cheerleading program in support of the institution and its' intercollegiate teams.

The Palomar College Athletic Department operates year-around and consists of four different support units that work to provide the student athletes with the best possible collegiate experience. The following units provide the following services...

1. **Academic Support Team:** The academic support team provides counseling, advisement, and various other support services. Their focus is on assisting the students' academic journey during the three phases of recruitment, retention, and transfer. They play a critical role in onboarding student athletes by helping with applications and assisting students through all the Palomar procedural requirements. The academic support team focuses on retention by issuing and processing grade checks. After assessing the grade checks, the AST assigns appropriate interventions such as referrals to tutoring, the DRC, or to an athletics' study hall. Finally, the support team assists in the transfer of students by assisting with graduation petitions and ensuring that students have met all NCAA/NAIA and institutional requirements for transfer.
2. **Medical Support Team:** The medical support team provides a wide range of medical services ranging from pre-season screenings and physicals to preventative care and injury rehab. They work with our coaches to develop training programs targeted at the skill sets required for each specific sport and position. The medical support team also compiles and processes all student athlete insurance paperwork and maintains an electronic database of relevant student athlete medical information. In addition, they provide covid tests when needed and develop emergency action plans for the departments many venues.
3. **Administrative Support Team:** The administrative support team handles all the business, equipment, compliance, and game day needs of the department. All mandatory local, state, and federal reports are also processed by the Administrative Support Team.
4. **Coaches:** Coaches do more than just coach their teams. They focus on the holistic development of each student athlete. Coaches work hard to help the athletes improve their physical ability, fundamental skills, tactics, techniques, and understanding of the sport they are participating in and the role they play on the team. Coaches also monitor student grades and mental health, promoting personal growth and helping the student athlete to become the best version of themselves on and off the field.

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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 uses Nuventive Improve 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 doing the following:

- 1) Login to Nuventive Improve through the Palomar College [Single Sign-on](#).
- 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 method and/or assessment results, if appropriate.

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.
- 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. 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 ☒ No

If **NO**, describe why and identify a date by which they will be entered.

Most results have been updated. However, athletics was just granted a new position, Assistant Chair Athletics, during the Fall of 2022. The individual taking this position will begin to work on their duties at the start of the Spring '23 semester. Their first order of business will be to update SLO's and SAO's for the Athletic Department.

SAOs SUMMARIES AND REFLECTIONS

Each of your program/unit SAOs should be assessed at least once every three years. 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

Click "+Add SAO" below to include additional requests.

SAO 1

SAO Title

Assessment Status

☒ Assessed ☐ Not assessed

Completions or Transfer

Over 50% of Student Athletes will obtain their educational goal of transfer to a four year university or completion of a degree or certificate within two years of enrolling as a full time student at Palomar

SAO Summary and Reflection

This is a newer SAO, established in October of 2020. The first two-year cohort was established in Fall 2021. Therefore, the exact SAO cannot be measured until the completion of Summer 2023 term. Currently, the most relevant data that can be shared is as follows.

2021-2022 CCCAA Competitive Athletes: 332 (All Full Time Students)
Students Obtaining AA Degree or Transfer to 4 Year during 2021-2022: 82 (24.6%)
2021-2022 Competitive Athletes that did not earn a degree or transfer to a 4-Year: 250 (75.4%)
2021-2022 Retained Student Athletes as of Fall 2022: 174 (69.6%)
Student Athletes attempted 8283 units and completed 6786.5 units (82%)
74% of student athletes completed at least one college level English class
53% of student athletes completed at least one college level Math class

SAO 2

SAO Title

Athletic Department Services

Achieve a 70% Satisfactory Rating or Higher in each of the three critical service areas that the Athletic Department provides; Academic Support / Athletic Trainer and Medical Support / Coaching

Assessment Status

☒ Assessed ☐ Not assessed

SAO Summary and Reflection

All three service components received 90%+ responses indicating that the service provided was satisfactory or higher during the 2021-2022 academic year. It appears that most students that remain on their teams for the duration of the season are satisfied by the services the athletic department is providing. It should be noted that the surveys are conducted at the conclusion of the season of competition, perhaps skewing the data slightly. Athletics will discuss how to capture data from student athletes that leave their teams prematurely to improve the quality and validity of the data.

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

Must have at least two measures. Copy and Paste from previous PRPs or include any new measures developed this year. The default years for the values to be entered are listed in the table heading. If you chose to use data from different years, please list those years in the first row of the table and proceed to enter your measures, values, and definition /description of measure in in rows two and beyond.

Measure 1

Name of Measure

Transfer and Completion

Description of Measure

Student Athletes that Completed an AA/AS Degree and or transferred to a 4-Year University

Year

2021-2022

ex: 2017-18

Year

ex: 2018-19

Year

ex: 2019-20

Year

ex: 2020-21

Value

82 / 332 (24.6%)

Value

Value

Value

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

Measure 2

Name of Measure

Retention

Description of Measure

Non-Transfer / Completion Student Athletes that enrolled at Palomar for the next academic year 2022-2023

Year

2021-2022

ex: 2017-18

Year

ex: 2018-19

Year

ex: 2019-20

Year

ex: 2020-21

Value

174/250 (69.6%)

Value

Value

Value

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

Measure 3

Name of Measure

PCAC Chet Devore Award (Pacific Coast Athletic Conference athletic program of the year)

Description of Measure

Various metrics are used to determine the highest athletically achieving PCAC institution each year.

Year	Year	Year	Year
2021-2022			
ex: 2017-18	ex: 2018-19	ex: 2019-20	ex: 2020-21
Value	Value	Value	Value
2nd Place 9.86 points per team (SD Mesa Champion 12.17)			

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.

The data shows that Palomar Athletics had a strong year in athletic competition and in the classroom. 82 completions and or transfers is a good number considering all of the Covid-19 disruptions that took place in 2021-2022. That combined with 174 students retained for the 2022-2023 academic year means that 77% of student athletes either completed or have remained on their educational tracks at Palomar. Naturally, the data varies team by team, but overall, the department is doing is good job of helping our students. That being said, there was still 23% of the students that did not continue on their educational journey with us. Most of these students had one or more disastrous semesters where they failed to pass more than half of their attempted units. It illuminates the importance of early interventions and grade checks to assure that students complete the majority of their attempted units. This work requires hands on, high touch contact with the student athletes. This job is primarily done by the teams' coach or coaches. Teams with FT Faculty members have access to their coaches year-round and are definitely performing better academically. The challenge for the Athletic Department is to make sure that our PT coaches can be on campus and working in some capacity throughout the entire year so they can provide the same level of high touch interactions that our FT coaches provide.

Please explain.

Qualitative Data

Describe any qualitative measures you use and summarize the results.

Qualitative data is primarily gathered through the exit interview process. After each team completes their season, coaches are task with interviewing their student athletes to help determine areas within the department that need to be improved. At the conclusion of the 2021-2022 academic year, one topic that emerged was the need for services to be offered at times that fit athletes' complex schedules. Enhanced staffing for the Athletic Medical, Academic, and Administrative support units would help to alleviate this problem.

There also is a gap between the number of student athletes that completed at least one college level Math class, 53%, and the amount that have completed English 74%. More research needs to be done as to exactly why this gap exists, but moving forward more time needs to be allocated to strategies for Math completion. At the very least, student athletes should work with tutors moving forward to help ensure their success.

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

1. Athletics will add a third grade-check to our retention strategy. Study hall or other intervention will be required for student falling behind.
2. Students taking Math classes will be advised to attend tutoring until they prove they can handle the subject matter.
3. Athletic Support Teams (Academic and Administrative) will actively work with PT Coaches to make sure their teams are being monitored during the off semester.
4. Under achieving teams will be addressed and educated on the importance of their team's retention and transfer.
5. Athletic support teams will work with current staffs to stagger schedules and provide services when needed.

Reminder: Data does not autosave. Save this content before moving to the next section or closing form.

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!

Here are just a few of the teams that had great years both athletically and academically....

Softball: Finished 34-9 on the season and 10-2 in conference. Won 8th Consecutive PCAC Conference Title. Advanced to postseason, winning Regionals (vs. Ventura) and advancing to Super Regionals (falling to Cypress); Allyson Amato named PCAC Player of the Year and All-State; Lacey Craft named PCAC Coach of the Year; Cadee Hermann, Alexia Terrazas, Taylor Harrison, India Caldwell and Farrah Steffany, Samarah Martinez and Allyson Amato were named 1st Team All-Conference; India Caldwell also received All-State honors; Alexia Terrazas received All-SoCal; Malachy Russell-Millen, Elisa Haas and Kelly Nutter were named 2nd Team All-Conference and Mackenzie Lefebvre received honorable mention honors. Allyson Amato and Alexia Terrazas were also named NFCA All-Americans, landing on the 13 player Cal-JC South Team. The team was nominated for the CCCAA Scholar Team Award with a team cum gpa of 3.309, including 7 4.0s during the season of sport; 100% completion rate of ENG 100; 84% completed MATH100 or higher with a C or above. 9 students earned 17 total degrees.

Baseball: Final Four appearance; Final CCCAA Rank #4; PCAC Champions; PCAC Coach of the Year, Ben Adams; Logan Parker - All-American/Pitcher of the Year for the CCCAA; Jack Sanders - All American/Big Stick award; Devlin Lindeman - All-American and PCAC Player of the Year; Dylan Delvecchio, Kyle Harvey and Bryson Hashimoto named All-SoCal; Quincy Scott, Ethan Ellis, Jack Sanders, Dylan Delvecchio and Logan Parker were named first team all PCAC; Austin Schroeder, Christian Wood, Derek Augenstein, Erik Larsen and Tanner Lappin received honorable mention for the PCAC. Record of 37-3 and 21-4 in conference; The team was nominated for the CCCAA Scholar Team Award with a team cum gpa of 3.06, 82% passed ENG 100 with a C or higher

W Basketball: 14-0 Conference Record, 26-3 season record. 4th Elite Eight Appearance in 6 years. Multiple individual athletic awards led by PCAC player of the Year and All-State Deajanae Harvey. Academic awards for Faith Schwantner, Savana Smith and Deajanae Harvey named to the Academic All-State Team; 100% of team passed ENG 100 with a C or higher and 75% passed a MATH 100 or higher with a C or higher. An amazing 367 units completed out of 383 units attempted (96%). 3.27 Team GPA

W Water Polo: 12-0 Undefeated Back-to-Back PCAC Champions. Sydni Dickson, Player of the Year and named to 1st Team All American for the All-SoCal Team; Brynna Bryant 1st Team and named to the 2nd Team All SoCal; Elena Pena 1st Team and 2nd Team All SoCal; Sierra Molina 1st Team PCAC; Anna Draves and Sophia O'Loughlin made 2nd Team and Emma Goode had an Honorable Mention. Mandy Simon was Coach of the Year. Jamie Desorbo, Anna Draves, and Elena Pena named to the Academic All-State Team; 80% passed ENG 100 with a C or higher. 3.02 Team GPA

M Swim & Dive: Jacob Rochman - PCAC Men's Swimmer of the Year, PCAC 200Y Back Gold, PCAC 400Y IM Gold; Donovan Taylor - PCAC Men's Diver of the Year, 3 1st place finishes in PCAC - State Champion in 3M Dive; Kevin Brunia - PCAC 100Y Breast Gold ; Timothy Godin - 200Y Free Gold, 3rd in State in 500 Free and 200 Free; Team Finished 7th in CCCAA State Swim and Dive Championships. 85% of team passed Eng 100, 2.87 GPA

Football: Winners of Chick-Fil-A Winter Festi-Bowl Championship vs. Santa Barbara City College 44-24; finished season 6-5; 2nd place in National Central League. Zeke Payne named co-offensive Player of the Year for the SCEA All-Conference. Zeke Payne, Malachi Russell, Jonas Woods and Tawee Walker

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:

1. Competitive Teams & Excellent Coaches
2. Strong Medical Support Team
3. Strong Academic Support Team

Opportunities:

1. Improve Gender Equity Numbers
2. Enhance Staffing for the Administrative Support Team (Associate AD, ADA, Compliance Clerk, 2nd Equipment Room Specialist, FT Sport Information Specialist
3. Improve under performing teams
4. Hard target Math for greater academic achievement. In 2021-2022 only 53% of student athletes had completed a Math class with a "C" or better

Aspirations:

1. Make further progress on the "Ongoing" goals from the previous 3-year cycle.
2. Make progress on current 3-year cycle goals
3. All teams become regionally relevant and finish in the top 15 in So-Cal / top 25 in State

Results:

Results will be measured by the quantitative and qualitative data associated with each goal / aspiration point. In we are making progress in the goal area, an inevitable by-product will be high achievement during competition. If academic, retention, completion, and transfer goals are being met, teams will be winning. By the end of this three year cycle, athletics should have....

1. Established a Athletic Certificate of Achievement Program. (Yes or No)
2. Addressed the Gender Equity Gap in Student Athlete Participation (Appox: 50% men 50% women)
3. Assist in the Completion of the Athletics' Construction Projects. (Projects Completed, Yes or No)
4. More than 80% of 1st year student athletes retained and a 50% completion or transfer after 2 years FT.

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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.

Click on "+Add Goal" below for each additional goal.

[Click here for previous PRPs with goal information.](#)

Prior PRP Goals

Click "+Add Goal" below to include additional goals.

Goal 1

Brief Description

Develop an Athletic Certificate of Achievement Program:

Currently the Athletic Department does not have a degree or certificate that is directly associated with it. The

development of a certificate program is an important step in building a strong relationship with and contributing to the instructional side of the institution. Potentially, two hundred plus student athletes per year would be completing the Athletic Certificate of Achievement. These robust numbers would benefit the institution greatly and contribute to the fiscal health of the institution if hold harmless status is ever removed and the SCFF is fully implemented.

Select "+ Add Item" to include additional measures.

Choice

☐ Completed ☒ Ongoing ☐ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

New certificate programs need to be vetted and approved by Curriculum. Unfortunately, only faculty members can initiate this action. It has been difficult for the Kinesiology/ACS Faculty to dedicate time to this important project. Most if not all of the Faculty's "Free Time" is devoted to the development of their team. Starting in the Spring of 2023, Athletics will have an Assistant Chair Position (FT Faculty) come online. Hopefully, the Assistant Chair will begin the work of developing and then pushing this certificate program through the curriculum process.

Goal 2

Brief Description

Prove Original FTES Generation from Athletic Recruitment Efforts

Select "+ Add Item" to include additional measures.

Choice

☒ Completed ☐ Ongoing ☐ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

In an effort to determine the Athletic Department's impact on original FTES generation, the athletic department has established a survey to determine the reason for new student athlete enrollment at Palomar College. During the 2021-2022 onboarding process, approximately 300 new student athletes took a survey that asked the question....

"Would you attend Palomar even if the Sport you play was not offered?"

228 Students answered NO, they would not attend Palomar even if the Sport they play was not offered.
80%

58 Students answered YES, they would attend Palomar even if the Sport they play was not offered.
20%

Athletics' feels this is strong evidence of the impact that athletic recruiting is having on the headcount and FTES of the overall institution. Athletics will work even harder in the future to enroll more student athletes to Palomar. Athletics would like to lead the way in alleviating some of the institution's enrollment challenges. In order to do this, Coaches must be paid year-around for their recruiting efforts, not just during their season of sport as they currently are.

Goal 3

Brief Description

Implement Existing Campus Resources for Student Athlete Academic Success

Select "+ Add Item" to include additional measures.

Choice

☒ Completed ☐ Ongoing ☐ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

Originally, this goal was primarily referring to technological resources such as Starfish, or a People Soft dashboard designed for Athletics. For many reasons beyond our control, Athletics was not able to implement or benefit from these programs. Instead, Athletics has reached out to some of the amazing human resources that we have on campus. For the last three semesters Athletics has been able to partner with the DRC two days a week to make sure that accommodations are available when needed. The Academic Support Team has also been working with Palomar's tutoring programs to ensure a strong partnership. Athletics will continue to foster relationships throughout the institution for the betterment of the students.

Goal 4

Brief Description

Address the Gender Equity Gap in Student Athlete Participation

Select "+ Add Item" to include additional measures.

Choice

☐ Completed ☒ Ongoing ☐ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

Female athletic participation is down statewide post Covid-19. At Palomar, approximately 66% of our participants are men and slightly over 33% are women. The department is committed to changing these numbers by actively promoting our current women's sports that are currently under enrolled. Women's Swimming and Women's Track and Field need to drive more numbers. Both programs have to do a better job of recruiting. However, WTF has two big obstacles to overcome before realizing its' participation potential.

1. The Palomar Track and Field venue is located off campus and on-campus facilities are in disrepair. The current

track is not suitable for Collegiate athletics. Track and Field numbers will most likely not improve until the current Palomar track can be resurfaced.

2. Palomar no longer has cross country. Most distance runners in track and field also want to participate in cross

country. Not having cross country makes it very challenging to recruit distance runners to track and field. This is

potentially a group of 15-20 female students that Palomar is missing every year.

Ideally the department would like to keep the participation goal numbers previously established...

Women's Basketball: 15

Softball: 20

Women's Soccer: 25

Women's Water Polo: 20

Women's Swimming: 25

Women's Volleyball: 20

Beach Volleyball: 10 original

Women's Track and Field: 65

Total: 200 Female Athletes

Without a major Track renovation, these numbers will be difficult to reach by 2023-2024, consideration should be given to adding new sports for female athletes.

Goal 5

Brief Description

Funding / Budget Development and Equity in Expenditures

Select "+ Add Item" to include additional measures.

Choice

☒ Completed ☐ Ongoing ☐ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

The 2022-2023 budget released on July 1st, 2022, accurately reflected the needs of the Athletic Department. Athletics is truly appreciative of the institution's support and will work hard to be conscientious stewards of the District's resources.

Goal 6

Brief Description

Cross-list or move the KINE CARA Classes (Countable Athletic Related Activities) under ACS

Select "+ Add Item" to include additional measures.

Choice

☐ Completed ☐ Ongoing ☒ No longer a goal

Add any comments related to your work on prior goal. Include outcomes or progress, successes and challenges, and reason(s) for eliminating a goal, if applicable.

The institution has determined it would not be possible to cross-list these classes. Another solution needs to be found for our PT Coaches. One potential solution is to pay a stipend for coaches during their Non-Traditional Seasons.

ESTABLISH GOALS AND STRATEGIES FOR THE NEXT THREE YEARS

In the previous sections of this PRP, you identified opportunities for improvement. Using these opportunities, develop 3-year [SMART goals](#) for your department. Goals should be Specific, Measurable, Attainable, Relevant, Time-Specific. Ensure your goals align with the mission of your department and/or [the College's Strategic Plan](#).

Please list all discipline goals for this three-year planning cycle.

If you require any additional resources beyond your exiting budget, please be sure to request those resources in the next section titled "Resources".

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

Click "+Add Goal" below to include additional goals.

Goal 1

Description

Address the Gender Equity Gap in Athletics

How will you complete this goal? Include strategies and a timeline for implementation.

In concert with the District Action Plan for Athletics Gender Equity, Palomar College adopted women's intercollegiate beach volleyball during the 2014-2015 academic year. Through the legislative process of the California Community College Athletic Association, the sport was officially sanctioned to start competitions in the Spring of 2015. The addition of beach volleyball brought Palomar College intercollegiate sports offerings to an equal level for men and women (11 men's teams, 11 women's teams) for the first time in the then 69-year history of the institution. Palomar traditionally has depended upon "Test Two" for compliance with Title IX gender equity. With a demonstrated history of adding sports for the underrepresented gender, a solid case could be made to justify this form of Title-IX compliance. However, shortly after the 2019-2020 reporting year, Palomar deactivated 6 sports; M/W Tennis, M/W Golf, and M/W Cross Country bringing our current total to 8 men's teams and 8 women's teams. Since one of the men's teams (football) drives a large number of student athletes, it is imperative that Palomar seek out other opportunities for our female students. Currently, Palomar is exploring the possibility of adding Women's Wrestling and Women's Lacrosse to our sport offerings. There are 466 female high school students wrestling in the San Diego CIF and 1826 lacrosse players. In addition to exploring an expansion of new sport offerings, Palomar will work to bring back a previously deactivated sport, cross country. For Palomar's current sport offerings, we will establish a "Caps and Goals" policy to cap roster sizes for some of our men's programs while establishing participation goals for our women's teams. Finally, to offset our current numbers, Palomar will align our competitive cheer team more closely with Athletics. All services and requirements for intercollegiate competition will be implemented and enforced. The team currently comprised of 19 women and 1 man will be treated like every other sport team on campus.

2021-2022 numbers show that males are the underrepresented gender (48.74%) at Palomar. However, they are overrepresented in athletic participation, (66.57%). The eventual goal for Palomar is to reach proportionality. Our intention is to do this by increasing the number of Female participants rather than decreasing the number of Male participants.

Plan for reaching proportionality:

1. Actively explore new sport offerings for our female students. Wrestling (+18) Lacrosse (+25) (Spring '24)
2. Implement a Caps and Goals policy for current sport offerings. WTF (+40) WWP (+8) WSM (+12) WSC (+5) WVB (+5) (Most Sports Immediate, WTF will take effect after track resurface)
3. Reintroduce Women's Cross Country. WXC (+12) (Fall '24)
4. Align cheer more closely with Athletics (+18) (Fall '23)

Outcome(s) expected (qualitative/quantitative)

Quantitative: 210 male participants / 210 female participants

Quantitative: More opportunity for our female student athletes, without taking away opportunity for the males

How does this goal align with your department mission statement, the College's Strategic Plan, and /or Guided Pathways?

Equity is one of the core values at Palomar. Striving to achieve this is directly in line with the college mission. Also, Athletics' Goal #1 directly addresses Strategic Plan Goal #1: "Increase student access, progress, and completion, while decreasing equity gaps."

Expected goal completion date

6/30/2025

Goal 2

Description

Assist in the Completion of the Athletics' Construction Projects.

1. Minkoff Re-Surface and Beautification
2. Football Stadium
3. Softball Stadium
4. Fieldhouse
5. Dome Renovations (Ceiling/ Lighting / Flooring / Team Rooms)
6. Resurface of the Track and Football Practice Field

How will you complete this goal? Include strategies and a timeline for implementation.

The completion of the projects is the job of the facilities team and construction manager. However, athletics can help to expedite the process by promptly completing assigned tasks and staying involved at all stages of construction. Athletics will meet bi-weekly with the construction team throughout the entirety of the projects to help in any way that we can.

Outcome(s) expected (qualitative/quantitative)

Quantitative: Head Count and FTES will increase for the sports involved with the projects.

Qualitative: The new, state-of-the-art facilities should not only attract a higher level of athlete, but it will also allow for a better level of training and conditioning. This should lead to better performance and more opportunity for athletic transfer.

How does this goal align with your department mission statement, the College's Strategic Plan, and /or Guided Pathways?

"As a community college, we encourage our students to embrace the best version of themselves." The prompt completion of these projects

Expected goal completion date

6/30/2025

Goal 3

Description

Optimize Student Athlete Retention and Completion. More than 80% 1st year Retention, 50% completion or transfer after 2 years FT.

How will you complete this goal? Include strategies and a timeline for implementation.

1. Athletics will add a third grade-check to our retention strategy. Study hall or other intervention will be required for student falling behind. Math will require tutoring. (Spring '23)
2. Athletic Support Teams (Academic and Administrative) will actively work with PT Coaches to make sure their teams are being monitored during the off semester. (Spring '23)
3. Under achieving teams will be addressed and educated on the importance of their team's retention and transfer. (Spring '23)
4. Athletic support teams will work with current staffs to stagger schedules and provide services when needed. (Spring '23)

Outcome(s) expected (qualitative/quantitative)

Quantitative: More than 80% 1st year Retention, 50% completion after 2 years FT.

Qualitative: This will bring more and better athletes to Palomar. Once word gets out that Palomar Athletics has amazing academic success rates, the athletes will want to be here. Better athletes will equate to better teams, better teams will get more wins. This positive cycle of Recruitment -- Retention -- Completion & Transfer will drive Palomar Athletics to the top levels in the State. Softball and W Basketball are already doing this, the rest of the department need to get on board.

How does this goal align with your department mission statement, the College's Strategic Plan, and /or Guided Pathways?

This goal is in-line with the College's Mission: "Palomar College respects each of our students' experiences and supports them to achieve academic success." Retention and Completion are cornerstones of guided pathways.

Expected goal completion date

6/30/2025

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

Athletics' Goal #1: The goal directly addresses equity and inclusion.

Athletics' Goal #2: The addition of a new Softball Stadium solves an ongoing inequity issue within Athletics. For the last 8 years, baseball and softball, (two "like" sports), have had very different levels of facilities.

Athletics' Goal #3: This goal does not deal directly with an equity and inclusion issue. However, due to the incredibly diverse nature of our student athletes, traditionally under-achieving groups will be helped at a greater rate than perhaps any other student success initiative.

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.

The Athletic Department Grade Check and High-Touch intervention policy will help the institution reach VfS Goal 1, (Completion), and VfS Goal 2 (Transfer). Students benefit greatly from structure and accountability. Having student athletes report their grade progress three times throughout the semester helps to keep them on track with their academics and helps them to keep perspective on why they are actually attending College, for their education. Students that fall behind will be assigned interventions and get the help they need to complete and transfer.

Link: [Strategic Plan 2022](#)

Reminder: Data does not autosave. Save this content before moving to the next section or closing form.

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 five parts:

PART 1: Staffing Needs (Faculty and Additional Staff)

PART 2: Budget Review

PART 3: Technology Needs

PART 4: Facilities Needs

PART 5: 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.

NOTE: All requests listed in the PRP will be reviewed by deans and supervisors, then forwarded to the appropriate review group for prioritization. A resource requests approved to move forward in the review process does NOT guarantee a position or funding.

PART 1: STAFFING NEEDS

This year, units are asked to identify new positions only as part of the PRP process. Vacant positions will be addressed outside of the PRP process.

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.

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

☒ Yes ☐ No

REQUEST FOR ADDITIONAL CLASSIFIED, CAST, AA

Staff, CAST, AA request 1

Title of position

Associate Director of Athletics (Administrative Support Team Lead)

Is the position request for AA, CAST, or Classified staff?

AA

Is this request for a full-time or part-time position?

☒ Full Time ☐ Part Time

☐

How does the position fill a critical need for current, future, or critical operations? (e.g. accreditation, health and safety, regulatory, legal mandates, institutional priorities, program trend analyses of growth/stability.)

As stated in the 2019-2020 PRP completed by Hugh Gerhardt, Palomar's previous Athletic Director, "The AD can't be in two places at once."

This statement references a CCCAA rule that an Administrator must be present for all intercollegiate home contests. For the Palomar Athletic Department, with only one administrator, this causes a tremendous problem when two home contests are being held at the same time. Additionally, even when there is only one game on campus, the AD must dedicate their working hours to the administration and management of the game. With well over two hundred home contests a year, the AD becomes a game manager and not an administrator in charge of building an exemplary department.

The Palomar Athletic Department is an outlier in the region. Most Athletic Departments have a much more robust administration staff....

Palomar (2.2 employees): 1AD, 1ADA, 1 Assistant Chair Athletics (.20)

Mesa (5 employees): 1 Dean, 1 Chair, 4 Assistant ADs (.25), 1 Secretary, 1 Eligibility Clerk

***SD City (4.5 employees): 1 Dean, 2 Admin Reps (.25), 1 Chair, 1 Eligibility Clerk, 1 ADA

Grossmont (3.25 employees): 1 Dean, 1 Associate Dean (.25), 1 Eligibility Clerk, 1 ADA

MSJC (3): 1 AD, 1 Associate AD, 1 ADA

Does the position assist in establishing more efficient District Operations through either of the following: reorganization/restructuring OR use of technology?

If granted the position, the Associate AD would be the supervisor of the Administrative Support Team. They would be the lead for purchasing, travel, lodging, meals, and game management. They would perform a supervisor role for sports information and equipment.

Is there funding that can help support the position outside of general funds?

☒ Yes ☐ No

What funding would support this position?

Athletics should be viewed as a student success initiative with perhaps the most diverse cohort on campus. As such, SEA funding may be appropriate for the role.

Describe how this position helps implement or support your three-year PRP plan.

This position would free up time for the Athletic Director to work with the two other support teams, (Coaches and Academic Support Team), that are intimately involved with the Goals in this PRP.

Strategic Plan 2022 Objective

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<input type="checkbox"/> 4:3	<input type="checkbox"/> 5:1	<input type="checkbox"/> 5:2	

Refer to the Palomar College [Strategic Plan 2022](#)

If the position is not moved forward for prioritization, how will you address this need?

The current Administrative Staff will continue to work 6 days on most weeks. There will continue to be an extremely high weekly hour accumulation. It will be difficult to maintain for the long term.

Staff, CAST, AA request 2

Title of position

Sports Information Specialist

Is the position request for AA, CAST, or Classified staff?

Classified

Is this request for a full-time or part-time position?

☒ Full Time ☐ Part Time

☐

How does the position fill a critical need for current, future, or critical operations? (e.g. accreditation, health and safety, regulatory, legal mandates, institutional priorities, program trend analyses of growth/stability.)

The CCCAA mandates, by rule, several sports that must keep statistics for home competitions. At Palomar, the sports required by the CCCAA to keep statistics are as follows:

1. Football
2. Baseball
3. Softball
4. M/W Basketball
5. M/W Soccer
6. M/W Water Polo
7. M/W Volleyball
8. W Beach Volleyball

Combined, these sports have 140+ home contests during their regular seasons that require accurate statistics be kept for conference and statewide usage. In highly efficient athletic departments, this statistical requirement is fulfilled by a full time Sport Information Director. In addition, the SID/SIS plays a key role in recruitment, transfer, and fund-raising efforts for the athletic department. By developing content for the Department's website and social media, the SIS is the conduit through which all athletic news and achievement is announced to the public. Internally, the SIS will be able to use our current text messaging system to drive greater student body interest in becoming fans and spectators at our home games. Finally, the SIS will be the Athletic department employee with time devoted to fundraising. Since the current Athletic department is stretched, and greatly understaffed compared to other local institutions, there is no excess capacity (time) to fundraise. The hiring of a FT SIS would greatly help to alleviate this problem.

Does the position assist in establishing more efficient District Operations through either of the following: reorganization/restructuring OR use of technology?

Since the passing of our former SID, Palomar has had to hire a third party vendor for home game statistics. This is cost prohibitive and cannot be done for all of our teams. This has created an equity issue within the department where some teams are being ask to have their assistant coaches keep CCCAA mandated stats, while other teams have been provided a third party vendor. The hiring of a FT SIS would solve this issue.

Is there funding that can help support the position outside of general funds?

☐ Yes ☒ No

Describe how this position helps implement or support your three-year PRP plan.

The SIS is the individual in charge of the promotion of the Athletic Department's many achievements. As such, they will play a key role in the recruitment of the area's top athletes. The SIS will also work to keep the District up to speed with the good work that is taking place in Athletics.

Strategic Plan 2022 Objective

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Refer to the Palomar College [Strategic Plan 2022](#)

If the position is not moved forward for prioritization, how will you address this need?

Athletics will employ a STH employee to fill this role.

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?

☒ Yes ☐ No

What budget considerations would you like your dean/supervisor to be aware of or to consider? Please be as specific as possible. For example, if you need an increase in the 40000 account and a decrease in the 23000 account, describe what increase your department needs, how much, and a description of why the department needs the adjustment.

The Athletic Department spends close to \$300,00 per year on equipment, travel, and officiating costs. These three categories are all subject to the wave of inflation that is going through the economy. At a minimum, the previous year's inflation should be taken into account when budgets are discussed and ultimately developed. Athletics anticipates this will have a \$30,000--\$50,000 impact.

Reminder: Data does not autosave. Save this content before moving to the next section or closing form.

PARTS 3, 4 and 5 – TECHNOLOGY, FACILITIES AND OTHER NEEDS

1. One-Time Fund Requests. Through the PRP process the college implements an approach for prioritizing and allocating one-time needs/requests. Prioritization takes place through the appropriate groups, leadership, and the Budget Committee. The executive team and Resource Allocation Committee consider various sources for funding PRP requests. Resource requests also inform the larger planning process like Scheduled Maintenance Plans, Staffing Plans, and institutional strategic planning.

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

If you are a CTE program and think you may qualify for CTE funds for your PRP request(s), you are STRONGLY encouraged to answer the call for Perkins/Strong Workforce grant applications in February.

Contact the Dean of CTEE for additional information.

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. Requests for technology and facilities are assessed by the Deans and then, if appropriate forwarded to the proper institutional group (e.g., technology review committee, or facilities) for review and feedback.

PART 3: TECHNOLOGY NEEDS

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

☐ Yes ☒ No

PART 4: FACILITIES REQUESTS

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

☒ Yes ☐ No

Please include only those facilities requests that could be accomplished within a one-year time frame and/or under a \$75,000 estimated amount. Other facilities needs, such as buildings or remodels, should come through the long-range facilities planning process.

Facilities Requests

Click "+Add Facility Request" below to include additional requests.

Facility Request 1

What are you requesting?

Remodel and Renovation of the KINE/ACS Women's Faculty Locker Room

Provide a detailed description of the the request. Include in your response:

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

Departmental Equity: The Women's Faculty Locker Room is extremely outdated, non-functional, and not equitable when compared to the Men's Faculty Locker Room.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

15+ Members of the Department

c. What are the expected outcomes or impacts of implementation?

New shower or showers. New toilets, counters, sinks, lockers, and resting chairs. If budget allows, the flooring may also need to be addressed.

d. Timeline of implementation

ASAP. This is an equity issue that needs to be resolved.

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

\$50,000 -- \$70,000.

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

Goal 1: Address the Gender Equity Gap in Athletics. This is a potential "Laundry List" item.

What Strategic Plan 2022 Goal/Objective does this request align with?

- | | | | |
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Refer to the Palomar College [STRATEGIC PLAN 2022](#)

If you have multiple requests for facilities and had to prioritize, what number would you give this? (1 = Highest)

1

What impacts will this request have on the facilities/institution (e.g., water/electrical/ADA compliance, changes to a facility)?

There will need to be finish carpentry work, but no structural changes are necessary. There will be very little impact on utilities. Perhaps slightly more water usage.

Will you accept partial funding?

☐ Yes ☒ No

PART 5: OTHER 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?

☒ Yes ☐ No

Requests

Click "+Add Request" below to include additional requests.

Request 1

What are you requesting?

Competitive Wrestling Mat for the Dome

Provide a detailed description of the the request. Include in your response:ges here.

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

The current competitive mat is damaged from the many water leaks in the Dome. It does not role flat or have the optimal surface texture desired by collegiate wrestlers. A joint request by KINE and the Police Academy has secured a new mat for the practice facility, however, it is Athletics' understanding that the new mat is not permitted to be used for athletic branding or competition. Regardless, once the new mat is installed into the practice facility, it may not be moved, thus requiring a new mat for the Dome.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

The 25 male and 15 female wrestlers and all other groups that use mats for training, (cheer, police, eme, etc.)

c. What are the expected outcomes or impacts or implementation?

Less risk of injury, better student experience for all users.

d. Timeline of implementation

ASAP. Fall 2023 Wrestling Season

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

\$40,000. No ongoing costs.

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

Goal 1: Address the Gender Equity Gap in Athletics

What Strategic Plan 2022 Goal/Objective does this request align with?

- | | | | |
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Refer to the Palomar College [STRATEGIC PLAN 2022](#)

If you have multiple requests and had to prioritize, what number would you give this? (1 = Highest)

1

What impacts will this request have on the facilities/institution (e.g.,water/electrical/ADA compliance, changes to a facility)?

N/A

Will you accept partial funding?

☐ Yes ☒ No

Budget Category

Non-technology Equipment (acct 600010 and per unit cost is >\$500)

Please upload a copy of the quote, if available.

Request 2

What are you requesting?

Golf Cart for the Athletic Administrative Team

Provide a detailed description of the the request. Include in your response:ges here.

a. Description of the need? (e.g., SLO/SAO Assessment, PRP data analysis)

A six passenger golf cart, that can be converted into a work cart is needed for the athletic administration to more efficiently travel to the many various sports venues on Palomar's campus. Uses for the cart would include:

1. Game / Field Set Up
2. Delivery of water and medical supplies to North Campus
3. Transportation of officials (Baseball / Soccer)
4. Campus Tours for Potential Student Athletes
5. Allow the AD to move quickly and safely from venue to venue

Currently, only the ATC and equipment staffs have carts. They are in constant use and would also benefit from an update. The Administrative staff (AD, ADA) are forced to travel around campus on official duties in their own personal vehicles at their own expense while other employees (think facilities) have access to carts. Furthermore, personal vehicles do not have field access at any of the Palomar facilities, making the delivery of supplies as well as field / game set up very difficult. It is the same reason that the facilities and custodial departments use carts.

b. Who will be impacted by its implementation? (e.g., individual, groups, members of department)

The entire Athletic Department, the AD and ADA will potentially benefit the most.

c. What are the expected outcomes or impacts or implementation?

More efficient Athletic Department operations.

d. Timeline of implementation

ASAP. Baseball season starts Jan 4th, 2023.

What is the anticipated cost for this request? If any, list ongoing costs for the request (additional equipment, support, maintenance, etc.).

\$12,000--\$18,000. Electricity for recharging, maybe a few hundred dollars.

Do you already have a budget for this request?

No

What PRP plan goal/objective does this request align with?

More efficient Athletic Department operations.

What Strategic Plan 2022 Goal/Objective does this request align with?

- | | | | |
|------------------------------|------------------------------|------------------------------|------------------------------|
| <input type="checkbox"/> 1:1 | <input type="checkbox"/> 1:2 | <input type="checkbox"/> 1:3 | <input type="checkbox"/> 1:4 |
| <input type="checkbox"/> 1:5 | <input type="checkbox"/> 2:1 | <input type="checkbox"/> 2:2 | <input type="checkbox"/> 2:3 |
| <input type="checkbox"/> 2:4 | <input type="checkbox"/> 3:1 | <input type="checkbox"/> 3:2 | <input type="checkbox"/> 3:3 |
| <input type="checkbox"/> 3:4 | <input type="checkbox"/> 3:5 | <input type="checkbox"/> 4:1 | <input type="checkbox"/> 4:2 |
| <input type="checkbox"/> 4:3 | <input type="checkbox"/> 5:1 | <input type="checkbox"/> 5:2 | |

Refer to the Palomar College [STRATEGIC PLAN 2022](#)

If you have multiple requests and had to prioritize, what number would you give this? (1 = Highest)

2

What impacts will this request have on the facilities/institution (e.g., water/electrical/ADA compliance, changes to a facility)?

Minimal. There will need to be a dedicated charging area.

Will you accept partial funding?

☐ Yes ☒ No

Budget Category

Non-technology Equipment (acct 600010 and per unit cost is >\$500)

Please upload a copy of the quote, if available.

Golf Cart for Athletics.JPG

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

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

dlynds@palomar.edu

Reminder: Data does not autosave. Save this content before moving to the next section or closing form.

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 Immediate Supervisor.

Immediate supervisor who reviewed PRP:

Daniel Lynds

Sign Date

12/5/2022

If you are both the immediate supervisor and the VP for this area, please skip to the Vice President (or President) Review below.

FEEDBACK

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

N/A

Areas of Concern, if any:

N/A

Recommendations for improvement:

N/A

Vice President (or President) Review

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

Palomar College has a vibrant Athletic Program with strong enrollment. Several of the teams have had winning seasons during the last evaluation timeline and have produced state recognized student athletics as well as coaches. Construction of a new football field and softball field will add to the overall quality of the program and benefit the community served by the college. The student retention rate for the program is over 80 percent for Year 1 students. The proposal to develop an Athletic Certificate Program is further indication the program understands academic success is as important as athletic success.

Areas of concern, if any:

Title IX requires colleges to provide equal opportunities for both male and female athletics to train and compete. To that end, the proposal to develop a female wrestling program is strategic in terms of addressing Title IX concerns and providing a venue for a sport that is experiencing strong growth in Southern California. A track and field program which included women would also benefit the college and Title IX mandates. This effort does require either upgrading the existing track and the San Marcos Campus or constructing a new track either at the same campus or perhaps the Fallbrook Center.

Recommendations for improvement:

Given recent events regarding leasing the pool, the program should review and modify as needed and in conjunction with administrative and fiscal services those protocols specific to leasing athletic facilities to community sport clubs.

VP Name:

Brian Ellison

Signature Date:

1/27/2023