Administrative Units Program Review Year Five Update - Central Services Latest Version

This cycle is for Administrative Units to complete the Year Five Update of the Program Review cycle.

Administrative Units Program Review Year Five Update

1. Program Update : Version by **Estrada, Robert** on **02/09/2022 22:48**

1a. Describe any important changes or updates within your program since the *2019-2020 Program Review Year 3 Update*. **(staffing changes, program changes, etc.)**

While the permanent LMC Central Services classified staff remain the same, there has been a reduction in the number of hourly and student employees in the department and the temporary increase from part time to full time for the Offset Technician has not been renewed due to a decrease in service demand resulting from the pandemic.

1b. Provide a brief update on the timeline for your program's goals as listed in your Program Review Year Three Update. If your program's goals are in progress or modified, please be sure to include action steps and responsible parties.

Goal #1: This is a new goal with an estimated completion timeframe of Summer 2022.
Goal #2: This is a new goal with an estimated completion timeframe of late Spring 2022.
Goal #3: This is a new goal with an estimated completion timeframe of Summer 2022.

Goals and Objectives	Modified	In Progress	Abandoned	Completed
Goal 1. Strengthen a culture of equity, diversity, inclusion, and racial justice. (District #2 and #4)				
Goal 2. Increase and maximize equitable opportunities for students to successfully complete courses and programs. (District #1 and #2)				
Goal 3. Increase opportunities that will prepare students to enter high-demand and living-wage occupational fields. (District #3)				
Goal 4. To better support students in accomplishing their academic and career goals – from entry to completion/transition – and to enhance course-level and program-level achievement, expand and deepen educational, workforce, and community partnerships. (District #3)				
Goal 5: Effectively utilize institutional resources to meet the needs critical to the College mission. (District #4 and #5)				

Recommended Actions	Goal 1: Assess current and future Print Shop service demand in order to make decisions regarding upgrades to printer equipment.	0 linked SLOs 0 resource requests
	Goal 2: Review LMC Central Services main campus phone tree and update accordingly.	0 linked SLOs 0 resource requests
	Goal 3: Review and assess Central Service costs of Print Shop & Mailroom services to campus departments and adjust accordingly, if necessary.	0 linked SLOs 0 resource requests

2. Vision for Success Goals Update : Version by **Estrada, Robert** on **02/09/2022 21:37**

2a. The following table lists the *Vision for Success* **indicators that we must align to as a College and as a District. Please look at your program data (Tableau) for each of the following** *Vision for Success* **indicators. Please address all indicators that are relevant to your program and provide a status update on your program goals from your Program Review Year Three Update. Please include action steps if your goal(s) has been modified and an explanation if your goal(s) has been abandoned. ***

NOTE - Please copy and paste the table below in your response and complete accordingly.

Vision for Success Indicators and ACCJC Indicator	Program Set Goals (from PR Year 3 Update)	Status (Indicate Modified, Completed, or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
Course Success					
Degrees (AA, AS, ADT)					
Certificates of Achievement					
Unit Reduction					
CTE Jobs					

The LMC Central Services department provides support for the entire college including all students. As such, much of the work indirectly supports the goals in this section.

Therefore, it is proposed that that during the next program review the form is revised to exclude section 2a. and 2b. for Admin units and either replaced or expanded to include a method for allowing operational units to describe their work that supports the overall college goals.

2b. The *Vision for Success Goal 5 - Equity* is designed to reduce the equity achievement gap on course seuccess for disproportionately impacted (DI) student populations. The College has identified the following three disproportionately impacted (DI) populations: African-American, economically disadvantage students (low income), and foster youth students.

Please review your program data (Tableau) for each of the aforementioned DI populations, and provide a status update on your program goal(s) for your previously selected DI population(s) in your Program Review Year Three Update. If your goal(s) has been modified please include action steps and if your goal(s) has been abandoned please provide an explanation.*

NOTE - Please copy and paste the table below in your response and complete accordingly.

Course Success by DI Population	Program Set Goals (PR Year 3 Update)	Status (Indicate Modified, Completed or Abandoned)	Timeline	Responsible Parties	Action Steps/ Explanation
African American					
Low Income					
Foster Youth					

The LMC Central Services department provides support for the entire college including all students. As such, much of the work indirectly supports the goals in this section.

Therefore, it is proposed that that during the next program review the form is revised to exclude section 2a. and 2b. for Admin units and either replaced or expanded to include a method for allowing operational units to describe their work that supports the overall college goals.

Impact of Resource Allocation