

Administrative Units Comprehensive Program Review - Office of Planning & Institutional Effectiveness Latest Version

This cycle is used by Administrative Units to plan for the next five years and report on updates from the last program review cycle, as part of Comprehensive Program Review.

Administrative Units Comprehensive Program Review

1. Activity & Service (Pillar One: Clarify the Pathway)

DIRECTIONS ON HOW TO COMPLETE SECTION

For this item, the user is asked to report on activities, services and support that contribute to providing a clear pathway for students to completion (transfer or employment in field of study). Please include any strategies or efforts to align scheduling practices with the Learning, Major and Careers Pathways at LMC (i.e. catalog changes, website updates, marketing, funding/initiatives to advance efforts, collaborations with instructional/student services departments, revisions or changes to policies/processes/procedures, etc.).

**Please click here (https://email4cd.sharepoint.com/:w:/s/LMC/lmcres/ERkc2g_bC9pPlgSGHR3ynUUBSjmDOiNmV3h37F8TiFAPjw) to view the guiding questions to assist you in developing your response.*

No Value

2. Curriculum Support & Analysis (Pillar Two: Enter the Pathway)

DIRECTIONS ON HOW TO COMPLETE SECTION

For this item, the user is asked to describe strategies, efforts and/or activities to support the advancement of students to "Enter the Pathway". This can include collaborations with instruction, and services such as outreach or dual enrollment. Describe any efforts or strategies that support academically unprepared students to enter the pathway they select, K-12 partnerships, career/college exploration efforts, and/or the first year experience (i.e. research, technologies, partnerships, plans, etc.).

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No Value

3. Retention, Success and Outcomes (Pillars Three and Four)

DIRECTIONS ON HOW TO COMPLETE SECTION

For this item, the user will respond to the pathway program data provided on retention, success and outcomes including strategies on improvement or sustainment. Describe any systems or processes that easily track students' progress towards completion including identifying students at risk and provides needed support; procedures and/or process that help students to stay on the path and ensure learning.

Note: The user will want to review the data to write the reflection. When considering the data, respond to/evaluate: course success trends, degree/certificate awards, transfers, examination of disaggregated data (i.e. race, income, age, gender) to determine equity gaps.

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No Value

4. Marketing, Communication, Outreach (Pillars One, Two, Three)

DIRECTIONS ON HOW TO COMPLETE SECTION

For this item, the user will describe marketing strategies, communication efforts, and activities that help improve/sustain enrollments, success, and completion. Include collaborations with other programs and/or units (i.e. Outreach, Financial Aid, EOP&S, DSP&S, etc.) and/or administrative units (i.e. Marketing, Office of Equity & Inclusion, etc.).

Note: The user may need to review data to write the reflection.

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No Value

5. Impact of Equity Practice on Outcomes (Pillars One, Two, Three, Four)

DIRECTIONS ON HOW TO COMPLETE SECTION

In this item, the user will consider the impact of equity practice in outcomes for any of the four (4) Guided Pathways pillars. Note, the user does not need to address every pillar, but most select at least one pillar to respond to.

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No Value

6. Professional Development (Pillars One, Two, Three, Four)

DIRECTIONS ON HOW TO COMPLETE SECTION

In this item, the user will describe any revisions or updates to their program (i.e. integrated planning, marketing, equity-minded practice, processes, policies, procedures, etc.) based on recently attended professional development, any planned professional development activities, and/or any identified future professional development needs.

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No Value

7. Other (i.e. policy, procedure, practice)

DIRECTIONS ON HOW TO COMPLETE SECTION

For this item, the user can describe and/or provide any information that should be reported and included as part of this comprehensive program review, including anything relevant to planning for the next five years. Some information to consider for this open-textbox response are: revision of award policies/practices to mitigate institutional roadblocks for completion, and/or any technologies implemented that enhance the effectiveness and efficiency of your unit.

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No Value

8. Five-Year Program Goals

DIRECTIONS ON HOW TO COMPLETE SECTION

If your program had any goals from the Program Review Year Five Update that were in progress or modified, please note whether the goal(s) was abandoned or completed and the impact it had on your program (i.e. did completing the goal meet the anticipated outcomes, if goal was abandoned why, etc.).

For reference, you can access the report from your Program Review Year Five Update by clicking on the folder in the right-hand corner of the header title for this section. You will note a folder titled "Comprehensive PR-PR Y5 Report", your report will be located in this folder with your program/unit name in the title of the document.

No Value

DIRECTIONS ON HOW TO COMPLETE SECTION

In this section, the user will develop a SMART goal(s) for the next five years of the program. The program can also choose to continue/amend any goals from the program review year three update period. Include action plans, timeline, responsible parties, and anticipated outcome (i.e. SMART Goals). Please be sure to align each goal with the College's EMP 2020-2025 Goals (https://www.losmedanos.edu/planning/LMCMasterPlan_12.08.20_JSB.pdf).

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No Value

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)				