

Annual Academic Program Plan—2016–2017

Department			
Discipline or Program on which this plan focuses			
Participants who contributed to program planning			
Date		Version number	

I.	Program Description

II.	Assessment of 2014-2015 Annual Goals			
Provide an assessment of 2014-2015 Annual Goals. List any continuing goals in Section VII.				
<i>Goal</i>		<i>Achieved</i>	<i>Continuing</i>	<i>Discarded</i>
A.				
B.				
C.				
D.				

(Press tab for additional rows.)

III.	Curriculum Changes During 2014-2015 Academic Year		
A.	List any new programs and/or certificates approved by the Curriculum Committee during the 2014-2015 academic year. Indicate whether they are a <i>Program</i> or a <i>Certificate</i> , and provide the date the Curriculum Committee approved them.	<i>Program or Certificate</i>	<i>Approval Date</i>
	1		
	2		

(Press tab for additional rows.)

B.	List any new course changes (not a regular COR update) approved by the Curriculum Committee during the 2014-2015 academic year. Provide the course number and the course title.	Check All That Apply.					
		New	Requisites Pre/Co/Adv	TBA	Honors	Distance Education	Approval Date
1							
2							
3							
4							
5							
6							

(Press tab for additional rows.)

C. Course Outlines of Record		
1	Number of active courses in discipline or department	
2	Number of courses that have been updated during 2014-2015	
3	Number of courses that require updating during 2016-2017 to maintain currency	

IV. Progress in the Student Learning Outcomes Cycle		
A. Learning Outcomes Development and Assessment Status		
		Total
1.	Number of courses in discipline or department	
2.	Number of courses with ongoing assessment of SLOs	
3.	Number of degrees and state-approved certificates in the discipline/department (If zero, please go to A.6.)	
4.	Number of degrees and state-approved certificates with ongoing assessment of PLOs	
B. Outcomes Assessment Results		
1.	Provide a narrative describing the significant findings from the course- and program-level outcomes assessed in 2014-2015. Place your narrative in the expandable row below.	

IV. Progress in the Student Learning Outcomes Cycle
<p>2. Share a success story about the impact of SLO practices in the discipline/department on student learning and achievement. Describe the implemented change that led to the success. Provide data showing the improved student learning.</p>
<p>3. Provide a narrative that describes additional steps to be taken as the result of the findings, including any needed resources required to address shortcomings in student performance. Place your narrative in the expandable row below and specify any resource requests in Items X through XIV.</p>

V. External Influences (Environmental Scans)
A. Report on course articulation status (from ASSIST or articulation officer)
How many of your courses are transferable to CSU or UC?
Of these courses, how many are articulated with CSU or UC?
Do you have an approved or in process ADT for your discipline? If so, name of ADT: if so, please provide approval status:
B. Provide relevant labor market data supporting demand for the program (if applicable)
C. Describe Advisory Committee input (if applicable, including date of last meeting)
D. Discuss other pertinent data (such as interactions with four-year institutions, concepts derived from professional conferences and journals, outcomes from district discipline committee meetings, emerging technologies, input from adjunct faculty, agreements with high schools or regional occupational programs, etc.)

VI.	Data Sets Provided by the Office of Institutional Effectiveness (Research Office)
A.	Please discuss any longitudinal trends within your program or the relation to college averages in these areas: changes in enrollment, FTES, section offerings, and FTES/FTEF; success and retention rates; degrees and certificates awarded (especially if few awards are made each year); Institutional Set Standards at the program level; and full-time/part-time faculty ratios. Discuss any improvements based on these trends.
B.	If any equity gaps are identified, what strategies will be implemented to close the gaps?

Pierce College Mission Statement and Values

Pierce College is a student-centered learning institution that offers opportunities for access and success in a diverse college community. The college dedicates its resources to assist students in identifying and achieving their educational, career, and personal goals. Our comprehensive curriculum and support services enable students to earn associate degrees and certificates, prepare for transfer, gain career and technical proficiency, and develop basic skills. We serve our community by providing opportunities for lifelong learning, economic and workforce development, and a variety of enrichment activities.

Pierce College values:

- Student success and engagement
- A student-centered environment conducive to learning
- Freedom to think, dialogue, and collaborate
- Commitment to excellence
- Access and opportunity
- Service to our communities
- Enrichment through diversity

VII.	2016-2017 Annual Goals Based on the Pierce College Mission Statement and the Strategic Master Plan (Distinguish between goals and the resources required to achieve these goals.) <i>Provide an action plan for achieving each goal.</i> Press Ctrl + Click to identify the specific Pierce Strategic Master Plan goal addressed → Strat. Plan	
A.		
B.		
C.		
D.		

(Press tab for additional rows.)

[Return to X, Human Resources](#)

[Return to XI, Equipment/Software](#)

[Return to XIV, Other Resources](#)

VIII.	Planned Curriculum Changes		
	List planned curriculum changes (new and/or modified courses, degrees, and certificates) that will be submitted to the curriculum committee during the 2016-2017 academic year.		
	Press Ctrl + Click to identify the specific Pierce Strategic Plan Objective addressed → Strat. Plan		
	A.		
	B.		
C.			
D.			

IX.	Long-Range Educational Goals (3–6 Years)		
	List planned curriculum changes (new and/or modified courses, degrees, and certificates) that will be submitted to the curriculum committee during the 2016-2017 academic year.		
	Press Ctrl + Click to identify the specific Pierce Strategic Plan Objective addressed → Strat. Plan		
	A.		
	B.		
C.			
D.			

(Press tab for additional rows.)

X.	Additional Human Resources Needed to Implement Annual Program Goals in Section VII—Faculty, Staff, Student Workers, and Others		
	Describe additional specific human resources required. Provide a comprehensive justification based on annual program goals, student learning outcomes, program data, and external scans. Link the request to an annual program goal in Section VII.		
Press Ctrl + Click to identify the specific Annual Program Goal addressed.			

A.	Faculty	Cost	Annual Goal
	1.		
	2.		

(Press tab for additional rows.)

B.	Classified Staff	Cost	Annual Goal
	1.		
	2.		

(Press tab for additional rows.)

C.	Student Workers/Tutors/Assistant Coaches	Recurring	Cost	Annual Goal
	1.			
	2.			

(Press tab for additional rows.)

D.	Professional Experts/Contracts/Others	Recurring	Cost	Annual Goal
	1.			
	2.			

(Press tab for additional rows.)

E.	Scheduled Overtime/Sub and Relief	Recurring	Cost	Annual Goal
	1.			
	2.			

(Press tab for additional rows.)

XI.	Additional Equipment and Software Needed to Implement Program Goals
<p>List additional/replacement equipment needed for the 2016-2017 academic year. Place all items in priority order. Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans. Link the request to an annual program goal in Section VII.</p>	
<p>Press Ctrl + Click to identify the specific Annual Program Goal addressed.</p>	

A.	Purchases	Recurring	Cost	Annual Goal
	Item and Justification			
	1.			
	2.			

(Press tab for additional rows.)

B.	Leases	Recurring	Cost	Annual Goal
	Item and Justification			
	1.			
	2.			

(Press tab for additional rows.)

C.	Maintenance Agreements	Recurring	Cost	Annual Goal
	Item and Justification			

C. Maintenance Agreements				
	Item and Justification	Recurring	Cost	Annual Goal
1.				
2.				

(Press tab for additional rows.)

D. Repairs				
	Item and Justification	Recurring	Cost	Annual Goal
1.				
2.				

(Press tab for additional rows.)

E. List additional/updated software needed during 2016-2017—OTHER THAN MICROSOFT OFFICE AND ADOBE CREATIVE SUITE. Place all items in priority order . Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans. Link the request to an annual program goal in Section VII. Press Ctrl + Click to identify the specific Annual Program Goal addressed.			
	Item, Number of Licenses, New or Renewal, and Justification	Cost	Annual Goal
1.			
2.			
3.			
4.			

(Press tab for additional rows.)

XII. Additional Supplies Budget Needed to Implement Program Goals Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans.			
	Categories of Items and Justification	Recurring	Cost
1.			
2.			
3.			
4.			

(Press tab for additional rows.)

XIII. Facilities	A. Describe any new facilities or additional classrooms (leased or built) required to implement program goals. Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans.
B.	Describe any improvements, alterations, and technological upgrades required for existing facilities to implement program goals. Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans.

XIV. Other Additional Resources Needed to Implement Program Goals	Include costs for student transportation related to educational programs, required insurance payments, and organizational memberships. Provide a comprehensive justification based on program goals, student learning outcomes, program data, and external scans. Link the request to an annual program goal in Section VII.			
	Press Ctrl + Click to identify the specific Annual Program Goal addressed.			
	Item and Justification	Recurring	Cost	<u>Annual Goal</u>

(Press tab for additional rows.)

XV. Consolidated Priority Listing	From the requests listed in Sections X (except full-time faculty), XI, and XIV, prioritize the items in the order you wish the Budget Committee to consider them.	
1.		
2.		
3.		
4.		
5.		
6.		
7.		

(Press tab for additional rows.)

Additional Comments or Information:

Insert additional comments or information here:

Pierce College Strategic Master Plan 2014–2017

[Return to VII, Annual Goals](#)

[Return to IX, Long-Range Goals](#)

[Return to VIII, Curriculum](#)

A. Engaging the Completion Agenda

- A1. Increase student completion of degrees, certificates, college transfer requirements, and licensure requirements.
- A2. Ensure all eligible new students complete the matriculation process.
- A3. Increase course completion and long-term persistence of students.
- A4. Ensure equitable access and success for subpopulations of students.

B. Demonstrating Accountability

- B1. Improve financial reporting process for more accurate budgetary forecasting, allowing for fiscal stability.
- B2. Improve operational efficiencies and processes along with internal cash controls.
- B3. Improve campus-wide health, safety, and security through enhanced risk-management practices.
- B4. Improve facilities oversight of both bond-related and college state-funded alterations and improvements.
- B5. Increase self-audit to ensure compliance with program requirements.
- B6. Develop and implement professional development programs for faculty, classified staff, and administrators.
- B7. Meet annual enrollment management goals.
- B8. Meet or exceed accreditation standards and policies.

C. Cultivating Partnerships

- C1. Develop and enhance revenues generated through grants, entrepreneurial ventures, and community partnerships.
- C2. Expand productive sustainable community alliances to enhance annual donations to the Foundation.
- C3. Foster partnerships with business and industry to increase career opportunities for students.

D. Ensuring Student Success

- D1. Address the basic skills needs of underprepared students in developmental and introductory courses.
- D2. Enhance customer service interfaces considering timely responses and quality of experience.
- D3. Maintain a robust and reliable information technology infrastructure with current computing equipment for the entire college population.
- D4. Support faculty and staff by maximizing the effective use of technology, enabling academic innovation in instructional delivery.
- D5. Provide a learner-centered environment that promotes active learning and student engagement.
- D6. Increase student awareness of student support services and programs.
- D7. Increase Associated Student Organization (ASO) participation in governance committees.
- D8. Enhance opportunities for student involvement in cocurricular and extracurricular activities that will enrich campus life.