

Foothill Annual Program Review 2023

Annual Program Review Template 2023

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1. Number of full-time faculty in the program.

4

2. Number of part-time faculty in the program.

1

3. Number of staff in the program.

5

4. Do the above numbers reflect any staffing changes?

Yes, the DRC supervisor position was reinstated and filled. In addition, the DRC was approved by Foothill cabinet for a departmental reorg. Therefore, the administrative assistant position was reclassified to program coordinator II and an AA I position was added to the department.

5. Refer to the most recent Comprehensive Program Review, what were the identified actions for improvement? Identify any current and/or new Strategic Goals.

SAO #1: As a result of a DRC intake, students will be able to choose necessary standard academic adjustments to have a more equitable learning experience.

SAO #2: Students will utilize disability related accommodations and services.

SO #1: The DRC will increase student intakes by 5% from the previous year.

SO #2: 80% of DRC students will request accommodations through Clockwork

6. What actions identified in the Comprehensive Program Review (or most recent Annual Program Review if no Comprehensive Program Review) have you completed this year?

During the academic year 2022-2023, our academic coaches implemented a strategic proactive outreach tool to connect with registered DRC students who had not met with a counselor or completed their intake application. Their efforts proved fruitful, the coaches connected with 371 students through and 54% of their interaction was substantive.

7. Explain your implementation timeline and if there have been any changes or updates.

The proactive outreach tool was implemented in Spring 2023 and there were (3) progress checks: two weeks after the tool was implemented, mid-quarter, and end of quarter. Overall, the academic coaches feedback regarding the tool was that it was an effective mean to create connection with "nonactive" DRC students but it required a lot of manual data entry. Due to regulation/policies surrounding the hire of TEAs and the specifics of type of work allowed under Title 5, the department had to temporarily pause the academic coaching program in Summer 2023 indefinitely. We are looking into different ways we can "proactively outreach" within the capacity of staff and faculty workloads that will bring forth substantive outcomes of increased counseling appointments for our students and increased knowledge of the DRC and all the services/resources available to students who are eligible.

8. Explain the evidence the program used to evaluate progress and provide an update on progress.

Dean Schumacher developed a tracking spreadsheet that was shared between the coaches to monitor and record point of contacts, substantive interactions, and reasonings for "nonactive" students. Additionally, at the end of Winter and Spring term, students were provided an opportunity to participate in a survey to reflect on their counseling appointments and services in the DRC. The department is using both tools to inform how we enhance/revamp our services for students.

9. Click the link and follow the instructions to the Disproportionate Impact dataset, then respond to the prompt below.

https://foothilldeanza-my.sharepoint.com/:b:/g/personal/20078222_fhda_edu/EctjgGNEurtMlb1n6ZQ5k3kBNTejiE9G_kGSHMhfM1tsrA?e=yDcC7c

Identify the groups that are experiencing a disproportionate impact in the most recent year (highlighted in orange). In the text box below, provide the percentage point gap and the number of additional successes needed to erase the percentage point gap for each group.

According to the DI dataset, two groups are identified as DI; individual with disabilities and male students - the PPG is (3%) for both. The number of additional successes for these group is (21) to improve the PPG.

10. Use this opportunity to reflect on your responses in this document. Include your closing thoughts.

Since the comprehensive program review, the department has encountered shifts in positions and leadership and thus many hires are underway for full time staff and administrator positions. Once these positions are permanently filled, the department will be stabilized and able to concentrate their efforts on moving the needle in SAOs. Despite position vacancies and shifts, the DRC team remain committed to student centeredness, strengthening/developing partnerships with instructional units, and increasing campus awareness of students with disabilities, their rights, and the barriers they may face.

Click on the link below to view the Annual Program Review Rubric.

https://foothilldeanza-my.sharepoint.com/:w:/g/personal/20078222_fhda_edu/Ec2dqPH1B2RHinzFtnIz6sYB7-DOzW9lv1KkGyWdLuZkbg?e=CIfFMU

End of Annual Program Review Template 2023

End of Faculty Request Form

This form is completed and ready for acceptance.