

Foothill Annual Program Review 2024

Annual Program Review Template 2024

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

N/A

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

N/A

3. Number of staff in the program.

2

4. Do the above numbers reflect any staffing changes?

Yes, hiring for one of our Assessment Coordinator positions has been put on hold. Technically, the TAC operates on three full time positions.

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

> The center will increase the total number of students served by 3% who are approved for testing accommodations and have scheduled an appointment using clockwork by June 2024.

> The center will gather student feedback to establish a baseline measure for their perception of services by June 2024.

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?

For context, the TAC has gone through shifts in staffing the past year. The Program Coordinator was out on maternity leave for one year, and lost another program coordinator in the middle of year. The testing center was focused on maintaining day to day operations. Once our strategic plan is implemented we can offer more updates and, potentially, changes to our goals.

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

With Fall quarter being our busiest time of year, our goal is to complete our implementation process by the end of the Winter Quarter of 2025.

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

Our strategic plan has not yet been implemented, and will be able to supply an update at the end of Winter Quarter 2025.

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/ETXoAp44fMFCppHXvzplFgcB5ogzcvUxLknHrIXo1ghkHg?e=H8axR7

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.

For non-instructional programs that do not have program specific disproportionate impact student data, please provide an update on the program's 13-55 project (i.e., project description, students served, implementation timeline).

N/A

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

How can we serve students more deeply and with purpose, and what are we missing to achieve that goal?

Despite numerous staff changes over the year, the Testing Center has remained committed to making a meaningful impact on students by engaging in a thoughtful, reflective process to improve continuously. We aim to not only use data to implement the necessary changes but also to engage with our students as they utilize our services. Our team aims to operate from the ground up, maintaining a close connection with our students and thoughtfully considering the insights that the data provides. With these guiding principles in mind, we eagerly anticipate the creation and maintenance of the TAC as a vital component of the matriculation journey.

This form is completed and ready for acceptance.

Rubric Annual Program Review

Criteria

The program's responses...

- align with the program's goals
- align with data
- are informed by data
- are within the control of the program
- have measurable outcomes

- Meets Expectations
- Needs Improvement

Feedback

I rated this review 'Needs Improvement' because as noted in the write up, the TAC team had a limited capacity to review their program. It makes sense the Testing and Assessment Center needed to focus on day to day operations, and didn't have the bandwidth to focus on strategic goals. Having a team of two (instead of the usual three), while one of the two classified professionals was out on leave, is an understandably challenging situation.

I look forward to chatting with the TAC team and reviewing data gathered for Winter 2025. I love the stated commitment to engaging with students, and having that student centered, data informed approach, guide the continuous improvement process. I'm excited to learn of the feedback, ideas, and implementation plans that come from this work. I will support the team in whatever way I can going forward.

This form is completed and ready for acceptance.