

# Student Services Planning Council Meeting: Review of Updates to Program Review with a TAL Framework

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## Program Context

### Mission (100 word limit)

1. How does your program align with the college and district mission?  
<https://smccd.edu/dpgc/files/dsgc-DistrictMission.pdf>  
<https://canadacollege.edu/about/mission.php>

### Program Description (Suggested word limit 500)

2. Provide a brief description of your program, what does your program do and who does your program serve?

## Assessing Program Impact on Diverse Student Populations

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3. How many students are served by your program?
4. How does your program intentionally serve underrepresented, disproportionately impacted or racially minoritized students (ie. Black and/or Indigenous People of Color; Gay, Lesbian, Bisexual, Transgender, Queer, Intersex, and Asexual; 1st Gen; Foster; Homeless; Undocumented; Veteran; Low Income; or other disproportionately impacted student populations identified in our Student Equity data, etc.)? Support this with data.
5. How has student access, retention, and completion changed over the course of this program review cycle?
6. How does your Student Services program deliver its services to ensure accessibility and effectiveness for all students? Please detail the range of delivery methods offered (e.g., in-person, online, hybrid, evening, in the community, etc.)
7. What data and/or feedback do you use to evaluate the success of these delivery methods?
8. Provide examples of your on-campus and/or off-campus community partnerships and how they support student success.
9. How does your program support Cañada College as a Hispanic Serving Institution (HSI) and Asian American and Native American Pacific Islander-Serving Institutions (AANAPISI) designated institution? Please support your answer with qualitative or quantitative data and/or specific examples

## Looking Back: Accomplishments and Challenges

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10. Describe major accomplishments since the last program review cycle.

11. How did your accomplishments help to close the opportunity gap for disproportionately impacted, underserved or racially minoritized students?
12. Describe major challenges since the last program review cycle.  
Have these challenges contributed to the expansion of or continuation of equity gaps?

### Impact of Resource Allocations Process (Suggested 250 word limit)

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13. Describe the impact to date of previously requested resources (staff, non-instructional assignment, equipment, facilities, research, funding) including both resource requests that were approved and were not approved.
14. How have these resources (or lack of resources) specifically disproportionately impacted students/clients?

### SAOs and SLOs (Suggested 250 word limit)

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15. State your Service Area Outcomes (SAOs) and/or Student Learning Outcomes (SLOs).
16. Describe how your program assessed your SAOs and/or SLOs.
17. What are some improvements that have been, or can be, implemented as a result of SAO/SLO Assessment? Please include meaningful action plans to improve student access and success.
18. Utilizing your data findings, how did your program's SAO/SLO assessment address equity and antiracism?

### Looking Ahead

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#### SAOs and SLOs for the Next Review Cycle (100 word limit)

19. State your SAOs and SLOs for the next review cycle.

#### Program Improvement Initiatives-(250 word limit)

20. State your goals for the next 3 years.
21. What strategies would you use to address challenges that hinder the expansion or continuation of the equity gaps (from question 9)?
22. With an equity and antiracism lens, what changes will be implemented to improve your program? What specific professional development support do you foresee you will need in implementing these changes?  
Please include meaningful action plans to improve student access and success.
23. How will you address the opportunities for improvement that you identified throughout the prior sections of this Program Review?

If your program is requesting resources, please go to "STEP 2: Resource Request (OPTIONAL)" and submit your specific requests there.

## Non-Personnel Item (2023 - 2024)

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Requested Year

Program Requesting Resources

Item Requested

Item Description

Program Goals this Request Supports

Status

Type of Resource

Cost

One-Time or Recurring Cost?

Critical Question: How does this resource request support closing the equity gap?

Critical Question: How does this resource request support LatinX, AANHPI, and Black and African American students?

## Map Request to College Goals and Strategic Initiatives

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Which of Cañada College's Goals does this resource request support?

Which of Cañada College's Strategic Initiatives does this resource request support?

## Personnel - Classified Staff (2023 -24)

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Requested Year

Hiring Division/Department:

Position Title:

Is this position permanent?

Position Type

Provide # of months.

Program Goals this Request Supports

Position: General Funds

Allocation: General Funds

Critical Question: How does this resource request support closing the equity gap?

Critical Question: How does this resource request support LatinX, AANHPI, and Black and African American students?

## Justification

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1. Describe the specific needs for the position requested and the duties of this position in a brief statement.
2. Explain how this position aligns with and supports the mission and strategic goals of the college.
3. Explain how adding this position will strengthen the department or division.
4. Explain how this work will be accomplished if the position is not filled.

## Map Request to College Goals and Strategic Initiatives.

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Which of Cañada College's Goals does this resource request support?

Which of Cañada College's Strategic Initiatives does this resource request support?

**This position has been reviewed by the department or division and is recommended for hiring.**

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**Dean/Director/Hiring Supervisor Name**