Does the department request help developing these instruments?

No

Institutional Performance Data, or "Lag" Measure(s):

Post-semester survey of instructors self reflecting on the impact of the norming session on their grading procedures.

Person Responsible:

Department Chair

Unit gap or institutional goals addressed:

It addresses a 2- or 5- year program review strategy, It addresses a gap in student equity

Develop an English as a Second Language Certificate Program for Adult Education

Is this part of a multiyear initiative?

Yes

Specific Action Steps to be Taken:
1. Collaborate with the East Kern director and Language Arts professors to define the needs of the program.
2. Author curriculum of ESL courses.
3. Present new curriculum to CIC in Spring 2023.

Early Observational Data, or "Lead" Measure(s):

Data showing community need (potential ESL students currently not being served) for an adult ed. program in California City.

Does the department request help developing these instruments?

Yes

Institutional Performance Data, or "Lag" Measure(s):

Enrollment, success, and completion data.

Person Responsible:

Debilyn Kinzler, Lucila Gonzalez-Cirre, Lisa Stephens

Unit gap or institutional goals addressed:

Evaluate Resource Needs

Facilities

NA

4.1.2 Five-Year Goals

Action Plan for 5-Year Strategy 1

Concise Description of Strategy	Increase program completions by 50%
Measurement of Completion	Institutional research data
Timeline	2022-27
Responsible Person	Department faculty

Action Plan for 5-Year Strategy 2

Concise Description of Strategy	Expand dual enrollment to Inyo County, offering one course per semester
Measurement of Completion	Schedule
Timeline	2022-27
Responsible Person	Department faculty

Action Plan for 5-Year Strategy 3

Concise Description of Strategy	Increase student diversity in the programs by developing marketing materials that are inclusive of a diverse student population
Measurement of Completion	Institutional research data
Timeline	2022-27
Responsible Person	Department faculty

4.2 Program Needs

4.2.1 Dialogue

Dialogue about program needs occurs in department meetings, advisory committee meetings, and one-on-one conversations. Dialogue can be improved in the area of student learning outcome assessment. Although all outcomes were met with a few exceptions, our discipline needs to be more intentional about discussing outcomes and how we can further improve instruction and student mastery of outcomes.

4.2.2 Staffing

Full-time and adjunct staffing is currently adequate. The new NeoEd system will make it easier to routinely review adjunct applicants and hire them, if appropriate.

4.2.3 Professional Development

Professional development opportunities for faculty are currently adequate.

4.2.4 Technology

Institutional support for facilities is needed at the Tehachapi Education Center. Smart classrooms are needed with optimal internet bandwidth and reliable connectivity.

4.2.5 Facilities and Physical Resources

Institutional support for facilities is needed at the Tehachapi Education Center. Smart classrooms are needed with optimal internet bandwidth and reliable connectivity.

4.2.6 Safety and Security

Institutional support for safety and security is currently adequate.

4.2.7 Marketing and Outreach

Additional institutional support for marketing and outreach is needed. When marketing requests are made through the Public and Information Office, there is lack of transparency about where requests fall