

# Program Review Comprehensive Report



## Program Review - Instructional: Guidance

### Supplemental Reports and Attachments

2014 - 2017

**Comments or Notes:** NCB ENTERED

**Attachments:**

[2014\\_17\\_GUIDANCE\\_CurriculumRPT.pdf](#)

[2014\\_17\\_GUIDANCE\\_SuccessEfficiencyRetentionRPT.pdf](#)

[2014-17\\_INSTRUCTION\\_GUIDANCE\\_ResourceRequests.xlsx](#)

[2014-17\\_GUI\\_SLO\\_DISCIPLINE.pdf](#)

### Program Trends and Updates

2014 - 2017

#### Program Update Section

**Has your unit shifted departments in the PAST 4 years?:** No

**Do you anticipate your unit will shift departments in the NEXT 4 years?:** No

**New certificates programs created by your unit in the PAST 4 years?:** None

**New certificate programs anticipated by your unit in the NEXT 4 years?:** None

**Substantial modifications made to certificates/degrees in the PAST 4 years.:** None

**Substantial modifications anticipated to certificates/degrees in the NEXT 4 years.:** None

**Activities in other units that impacted your unit in the PAST 4 years.:** Guided Pathways has impacted the activities of counselors by assigning counselors to specific "schools" . Counselors take part in "school" meetings, activities, and planning. Counselors are now being directed to their "school" counselor based on their major.

Career Center- the hiring of the Career Center director has increased the awareness of the counselors to modify their counseling strategies to focus on career goals just as they do with academic goals.

Basic Skills Outreach - Counselors conduct outreach/workshops in Basic Skills classes to provide an overview of educational requirements and promote counseling services.

JFK Middle College - JFK will be introducing 9th grade and counseling will be responding with a GUI-47 class that is tailored for the high school freshmen.

Next Phase - the relationship with the Norco detention center has presented opportunities for counseling faculty to instruct GUI courses to the inmates.

**Activities in other units that impacted your unit in the NEXT 4 years.:** Due to increased Strong workforce monies, counseling faculty, staff, and CTE staff will undergo training in the Strong Interest Inventory in order to help with advisement of our students into degrees of choice that will lead to meaningful employment.

#### Previous Program Review Resource Requests

**Resource Requests Received:** Counseling faculty: Career, EOPS, Umoja. Equipment: Wireless Presentation Laser pointer.

**How did the resources received impact student learning?:** Guidance classes were offered that were taught by all new FT faculty members. Assessment of GUI 47 classes will be posted at end of SPR 18 to measure the impact of new faculty on student

learning. Laser pointer assisted with the instruction in classrooms.

**If you requested resources but did not receive them, how did that impact student learning?:** n/a

## **Program Data Highlights Section**

### **Program Goal: Promote student services offered**

Develop effective pathways for student success by encouraging all students to use student services, and promoting the completion of a student educational plan (SEP)

**Goal Status:** In Progress

**Goal Year(s):** 2014 - 2017

**How do your goals support the Educational Master Plan?:** Student services are designed to assist students in their educational pursuits. Many students do not take advantage of the services that they qualify for simply because they do not know about them. This goal is designed to educate all students on what services are in place to assist them to complete their goal.

**This Program Goal Supports the selected EMP Goal(s) and Objective(s):** Goal 1 Objective 1: Improve transfer preparedness (completes 60 transferable units with a 2.0 GPA or higher)., Goal 1 Objective 2: Improve transfer rate by 10% over 5 years. , Goal 1 Objective 3: Increase the percentage of basic skills students who complete the basic skills pipeline by supporting the development of alternatives to traditional basic skills curriculum., Goal 1 Objective 4: , Goal 1 Objective 5: , Goal 1 Objective 6: , Goal 1 Objective 7: , Goal 1 Objective 8: , Goal 1 Objective 9: , Goal 1 Objective 10: , Goal 2 Objective 1: , Goal 2 Objective 2: , Goal 2 Objective 3: , Goal 2 Objective 4: , Goal 2 Objective 5: , Goal 2 Objective 6: , Goal 3 Objective 1: , Goal 3 Objective 2: , Goal 3 Objective 3: , Goal 3 Objective 4: , Goal 3 Objective 5:

### **Program Goal: transfer knowledge increase**

Increase transfer awareness, readiness, and transfer rates. Development of student accessible electron version of SEP. Hire a director of the Transfer Center to promote and increase the knowledge and language that we use to educate students about transfer

**Goal Status:** In Progress

**How do your goals support the Educational Master Plan?:** Many students are programmed to think that transfer for a bachelors degree is the only way to succeed. For some students it is a necessary step to success but for others it is not need for their career goal. This confusion is partly due to information dissemination from external sources that are not the college. This goal would be to assist students with their understanding in order to make an educated decision on what their need to transfer is. In turn, raising success rates and knowledge of transfer. Also, assisting Counselors in development of an SEP that is truly comprehensive and individualized for the student.

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### **Program Goal: Career Counseling services**

Increase Career Counseling Services via career assessments based on personality, interest, work values etc. Work with teaching faculty in the "schools" in order to give presentations in class regarding the importance of career and services that are offered. By individualizing the students educational goal based on them, success rates and retention should be increased due to the students making a connection between school, career, and themselves.

**Goal Status:** In Progress

**Goal Year(s):** 2018 - 2021

**How do your goals support the Educational Master Plan?:** educating students about their career possibilities and goals will assist the students motivation to do well in classes thus, increasing success rates, retention rates, and persistence rates.

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# Program Review - Instructional: Guidance

## Program Goal: Guidance Teaching

Provide quality counseling and instructional services to all students including follow up and referral of additional services based on student need. Hold professional development meetings about effective pedagogy strategies in the classroom and services that are offered through the college.

**Goal Status:** In Progress

**Goal Year(s):** 2018 - 2021

**How do your goals support the Educational Master Plan?:** provide uniformity in the message that is relayed to students in the classroom without critiquing the way the message is delivered. Involve the college faculty and staff and increase the success of students by avoiding different messages being delivered and the confusion of students.

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## Program Goal: Educational Technologies

Refine and stay abreast in current technologies to improve effectiveness of instruction, services, and counseling practices.

**Goal Status:** In Progress

**Goal Year(s):** 2018 - 2021

**How do your goals support the Educational Master Plan?:** Utilize technologies to make learning more fun, easy, and understandable, thereby, increasing success of students based on better comprehension of materials. Utilizing technologies such as Zoom, Canvas, and online student education planning platforms, will assist additional distance educational students and student that are unable to come to see us in person. Technologies such as Nuventive Improve (tracdat), and Sharepoint will assist instructors in assessment management and program review.

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