INSTRUCTIONAL PROGRAMS AND AREAS
PROGRAM REVIEW/PLANNING AND EVALUATION PROCESS

QUESTIONNAIRE FOR INSTRUCTIONAL PROGRAMS

INSTRUCTIONS:

Complete all sections as instructed. Click the shaded sections to type your answer.
When completed, please save your file and e-mail it as an attachment to tanya_hanton@westvalley.edu.

A. INTRODUCTORY QUESTIONS

1. Program Name: ***Physical Education***

2. Person(s) completing the questionnaire: *Physical Education Department Faculty and Staff*

3. Date of completion: *November 5, 2007*

4. What are the primary purposes of the program? Check all that apply.

- ☒ WVC Degrees and Certificates
- ☒ Transfer Courses
- ☒ WVC General Education
- ☒ Lifelong Learning/Life Enrichment
- ☒ Occupational / Vocational Courses
- ☒ Student Support Services
- ☒ Academic Support Services
- ☐ Administrative Functions

5. In one paragraph, how does the program further the College's mission and goals? (only new information need be added)

The mission of the Physical Education Department is to contribute to the enhancement of a healthy and active society through participation in the areas of fitness, wellness, physical education, sports medicine, nutrition science, athletics, dance, adapted physical education and health education. Students are provided with the knowledge, skills and opportunity to be a physically educated person, not just for the present, but for a lifetime. The Physical Education Department supports and nurtures the intellectual, emotional, spiritual, creative, and physical development of its learners. It fosters an appreciation for the connection between the mind, body, and spirit. It helps prepare students to be responsible citizens, creative problem-solvers, and thoughtful leaders in a global society. The Physical Education Department provides fully transferable and degree applicable courses, general education courses as well as vocational training and certificates. Students engage in a wide spectrum of educational experiences designed to fulfill their academic and career needs. They are encouraged to seek knowledge and wisdom as lifelong learners. Students are motivated to expand their human potential, enrich the quality of their lives, and develop the job skills and other competencies necessary to function in contemporary society. The program addresses the goals of diversity and inclusion, not only by the participation of the students, but also in the specific dance/music/art/style forms that are taught within the program. Thus, the students express pride and identity, which are an integral part of the college's goals. The program also offers course work which satisfies the IGETC humanities requirement as well as the college's intercultural studies requirement.

6. In one paragraph, what significant events have affected or impacted the program since the last program review?

The Physical Education Department is listed on the Equipment and Facilities Masters Plan prepared by the college community. It includes the addition of a Fitness/Wellness Center, classroom renovations, increased lab space in sports medicine and athletic team rooms, and pool repairs. With the passing of the bond measure, the Physical Education Department was allocated approximately $9 million for upgrades, renovations, and the addition of the Fitness/Wellness Center. Subsequently the pool was determined to be non-repairable. The bond monies allocated for Physical Education were re-directed to the cost of replacing the existing pool. The Department lost the ability to upgrade areas and to create a Fitness/Wellness Center.

The Department had a tenure track faculty resignation and two retirements.

B. DATA ELEMENT ANALYSIS SECTION (ANALYSIS AND RESPONSE)

1. Using the enrollment data from Table 1 from previous program review, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data?
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a. The Physical Education Department produces approximately 29% of the total college headcount, while only using approximately 9% of the total college FTE(f). That demonstrates a highly efficient use of the FTE(f).

b. The high headcount-to-FTE(f) ratio may be attributed to the large appeal of the program courses and rigorous outreach efforts. The courses serve many types of learners including degree, transfer, lifelong learners and students with diverse backgrounds.

c. Since the courses are in demand and serve the needs of many learners, and the instructional areas are often equipment and facility intensive, future requests for resources should be given consideration.

2. Using the demographic data from Table II from previous program review, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data? See attachment for college-wide statistics.
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a. The analysis reveals that the Physical Education Department mirrors the college totals with regard to the proportion of male and female students (approximately 58% female and 42% male). The program has a slightly younger population of students less than 21 years of age. Approximately 42% compared to the college 36%. The Department enrolls students over the age of 21 years old at a rate slightly less than the total college. The Department enrolls African-American students at a significantly higher rate than the college while all of the other ethnic groups reported were enrolled at a similar rate to the college.

b. The higher ratio of African-American students may be attributed to full-time African-American student-athletes engaged in intercollegiate athletics and with the popularity of course offerings. The younger age population of students is indicative of the larger society. As people age, they tend to become less involved in movement, sport and recreation. It is this population of learners that the Department wants to target with curriculum and resources.

c. To target our underrepresented older demographic population, a Fitness/Wellness Center would be a great benefit.

3. Using the success data from table III from previous program, add or revise as appropriate.

a) What significant trends are revealed in the data?
b) What factors might contribute to any program differences compared to the College data?
c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

a. The Physical Education Department has a significantly higher student success rate when compared to the college totals. The difference on average is approximately 15% greater. The enrollment retention rates reported were also greater than the college average by approximately 20%. These numbers reveal the great success of the Physical Education Department with both student success and student retention.

b. These differences may be explained by the nature of the course offerings and the manner in which students enroll. It may be concluded that students value and consider physical education classes when planning their academic and personal schedules. The high retention rates demonstrate the quality of instruction and mentoring as well as the desire of the students to participate.

c. The Department has a proven track record of success and retention. This track record supports the need for resources including faculty, staff, equipment and capital upgrades.

4. Are there any data or factors (e.g. integration of technology; college, district, or state expectation or mandates) concerning staffing in the program, that suggest a need for increasing or decreasing program staff (e.g. permanent and associate FTE, permanent and hourly classified staffing or administrative staffing)?

The Physical Education Department has a need for more associate and full-time faculty. The program has had retirements over the past three years that not have been fully replaced. Full-time faculty better serve the needs of all courses including intercollegiate athletic courses. The Department currently has 16 intercollegiate athletic sports with 9 out of the 16 (56%) areas taught by associate faculty members. There is a great need for more full-time coaching/teaching faculty. This will increase student retention and success, perform outreach for West Valley College and bring greater cultural diversity to the college. It will also help towards compliance with Title IX. Student athletes matriculate to NCAA/NAIA 4 year institutions. Each of these governing bodies has strict rules for transfer eligibility of student athletes that require the guidance of a full time coach/instructor. The Department relies on faculty, associate faculty and classified staff to bring unique expertise to instructional areas.

C. CURRICULUM SECTION (ANALYSIS AND RESPONSE)

1. Based on your program's curriculum information, as published in the most recent West Valley College catalog, what curriculum changes are anticipated in the next three years? (These changes could include major course revisions, curriculum deletions, new courses, revised or new options within a program, or proposed new programs.)

The Department is in the process of completing curriculum relative to a Fitness/Wellness Center and in the area of Sports Psychology. The program also plans on enhancing the current Marine Diving Education and Sports Medicine certificates. The Department plans on developing a new certificate in Coaching. New curriculum will continue to target an older age demographic community by meeting their special needs through senior fitness courses.

In addition, the Department is planning for growth by creating an Outdoor Education Program. Some current courses will be categorized as Outdoor Education and some new course curriculum in Outdoor Education will be created.

2. The attached excel document shows classes that have not been offered since Spring 04. Please list the courses you intend to submit to the Curriculum Committee by February 8th for de-activation prior to publication of the 08/09 catalog.

None

3. Considering the new course and program level Student Learning Outcomes that have been developed since the last program review:

   a) What relevant findings have been derived through the SLO assessment process since the last program review?
   b) What changes have been implemented, or are planned, based on the findings since the last program review?
   c) What conclusions do you draw from this analysis that could form the basis for an action, objective or request for resources?

NOTE: Please contact LeAnn McGinley (741-2402), Assessment Coordinator with any questions concerning SLOs.

a. The SLO assessment process has not been completed in the program to date. What has been discovered so far reveals that the program is performing well within the stated learning outcomes of its courses.

b. The SLO process has allowed the program to assess the goal of meeting the stated leaning outcomes and for methods of improving effectiveness.

c. The Department would like to create a uniform fitness testing and appraisal process for fitness related courses.

D. EXTERNAL INFLUENCES SECTION (ANALYSIS AND RESPONSE)

1. If applicable, considering the effects of external influences on the program's purposes and goals:

   a) How do accreditation requirements, government regulations, advisory boards, labor market demand, transfer institution articulations or other external factors affect the program?
   b) How might these influences form the basis for an action, objective, or request for resources?

a. The Department's mission and goals are consistent with the mission and goals of the college. The program provides for transfer and degree with all of its courses. The program serves the needs of life-long learners who seek to enrich the quality of their lives and expand their human potential. It provides career programs and vocational skills for workforce employment. It complies with state mandated guidelines with regard to intercollegiate athletics and Title IX.

b. The Physical Education Department will continue to create and revise course offerings for a variety of student needs, general education requirements, vocational career programs and labor force requirements, and intercollegiate athletic opportunities.

E. STUDENT FACTORS SECTION (ANALYSIS AND RESPONSE)

1. What program changes or initiatives has the program implemented in the last three years to meet the needs of its student population?

The Department has hired a new Senior Office Coordinator. The Department has also created new Fitness/Wellness Center, Yoga, and Dance curriculum and implemented an Aquatic Lifesaving course.

F. SUMMARY AND CONCLUSION SECTION:

1. General conclusions and summary statement.

The Physical Education Department is an integral component in the holistic approach to the education of the student. Our program is the only program on campus that provides for physical movement of the individual as a major component of the courses. Our society has a large and looming problem with health issues and a growing obesity epidemic. Our program contributes to the enhancement of a healthy and active society. It addresses the needs of all types of learners and provides degree, transfer and general education courses. It also offers vocational training creating workforce opportunities and contributing to the greater good of society.

2. Program Strengths:

The program is a highly efficient producer of FTE(s), and effective in student retention and student success. The program serves a wide range of demographics including age and ethnicity. The program offerings are broad in scope and breadth that is appealing to many types of learners. The program provides intercollegiate athletic opportunities for student-athletes to participate on a sports team, obtain a scholarship, and matriculate to a four-year university.

3. Program Challenges:

The $9 million funding that the Deaprtment was orginally allocated for the construction of a Fitness/Wellness Center is now being used to fund the Aquatic Center Project. The bond measure funding for projects orginally prioritzized in the Department is no longer available. This creates a challenge for the Department to move forward with plans for a Fitness/Wellness Center, athletic team rooms, Sports Medicine facility upgrades and classroom rennovations.

The lack of funding for athletics, the poor condition of athletic fields, lack of field maintenance, and the high ratio of part-time to full-time faculty, all create a challenge to the Department.

G. ACTIONS AND OBJECTIVES SECTION

Based on the foregoing analyses and findings in Sections A. through F., what are the program's intended actions or objectives for the next three years?

1. *The addition of two full-time faculty.*
2. *Secure a fulltime Academic Counselor serving our 16 intercollegiate athletic teams. This request would be implemented through Student Services.*
3. *To add a Fitness/Wellness Center that serves students, the local community, faculty and staff. The positive impact of a Fitness/Wellness Center will be immense and garner greater FTE(s). It will provide comprehensive, scientifically based, high quality educational and fitness services to its community of learners allowing them the opportunity to achieve their maximum potential health, fitness, and well being. It will exist as a community educational resource to improve the overall health and wellness of community members as well as serve faculty and staff.*
4. *Oversee the completion of the Aquatic Center Project. This will provide for better access for Adapted Physical Education, men and women's intercollegiate athletics in swimming and water polo, aquatic and fitness courses, and Marine Diving Education. It will also increase visibility and exposure for the college to the surrounding community. It will be a resource for all communities of learners.*
5. *Expand the certificate offerings including areas of Marine Diving Education, dance, fitness, yoga, coaching, fitness management and sports medicine.*
6. *Increase the equipment and instructional supplies budget for athletics and Physical Education curriculum.*
7. *Create athletic team rooms.*
8. *Upgrade and expand the sports medicine athletic training room.*
9. *Establish a permanent funding mechanism for a proactive preventative maintenance program for facilities. These include cleaning of the swimming pool, refinishing the wood floor surfaces, resurfacing the track and tennis courts, and the restoration of athletic fields.*
10. *Establish a permanent funding mechanism for athletic team travel including lease, rental and/or purchase of passenger vans.*
11. *Fund the replacement of safety equipment and apparatus needed in Physical Education and Athletics.*
12. *Establish funding for apparatus and equipment needed to offer innovative curriculum in Physical Education.*
13. *Rooms and equipment conducive for adaptive physical education.*
14. *Provide permanent restroom facilities for all athletic fields.*

Timelines

Over the next three years, what are the program's timelines (in terms of predicted initiation and completion dates) for the stated actions or objectives?

The facility and grounds items above should be included in the EF&MP. For the remaining items, budget augmentation would allow these to be implemented. The Aquatic project should be complete by Spring 2008.

Which of these actions or objectives would be initiated and completed within the coming year, given adequate resources?

Numbers 2, 3, 4, 5, 8, 9 10, 11

H. RESOURCE REQUESTS 2006-2007

1. Please indicate if any of the resource requests identified in the previous program review were funded through one or more of the various WVMCCD resource allocation processes that were available in 06 – 07 (e.g. FTE allocation, classified staff, one time funding, budget augmentation, facilities, Land Corporation):

Please complete the following table (leave blank if the answer is not applicable):

	FUNDED by WVMCCD?
Full-time faculty FTE:	☐ Yes ☒ No ☐ Partially
Associate faculty FTE:	☐ Yes ☒ No ☐ Partially
Classified Staff FTE:	☐ Yes ☒ No ☐ Partially
Classified Hourly (in dollars):	☐ Yes ☒ No ☐ Partially
Administrative Staff FTE:	☐ Yes ☒ No ☐ Partially
Facilities (brief narrative description): Ventilation systems in equipment room and dance studio. $71,000 – Land Corp	☒ Yes ☐ No ☐ Partially
Equipment (brief narrative description with estimated total cost): Football goal posts $4,500-FAC, Shade Screen Golf Cage $14,600-FAC, Golf Storage Shed Light $6,500-FAC	☒ Yes ☐ No ☐ Partially
Supplies (brief narrative description with estimated total cost): Dirt for Baseball & Softball Field $8,000-FAC	☐ Yes ☒ No ☐ Partially
Staff Development (brief narrative description): *Click once here and type your response*	☐ Yes ☒ No ☐ Partially
Other (please specify): *Click once here and type your response*	☐ Yes ☒ No ☐ Partially

2. What have you been able to accomplish as a result of the resource obtained?
(e.g. improved retention success and persistence, improved equity, new SLOs, higher enrollment, new online or satellite campus classes….)

NOTE: The Program Review Committee realizes that in some cases, accomplishments and changes resulting from resource acquisition are too recent to be measurable. The current Program Review process is only one year old. Future reviews of funding requests will focus on accomplishments and change occurring over a two-year period.

The upgraded ventilation for the classrooms will allow room temperatures to be comfortable creating a safer and conducive learning environment resulting in improved student retention. There is also more effective teaching-learning taking place.

The football goal posts may result in better recruitment of student/athletes increasing the FTES enrollment. The goal posts are now in compliance with state regulations.

I. RESOURCE REQUESTS 2007-2008

1. What **new or additional** resources are required to accomplish the stated actions and objectives?

Please complete the following table (leave blank if the answer is zero or none):

Full-time faculty FTE *2.0*

Associate faculty FTE *1.0*

Classified Staff FTE: *0.0*

Classified Hourly (in dollars): *50,000*
Assistant coaches, music accompanist, athletic training assistant, lifeguards, athletic operation assistant, seamstress, physical education assistants.

Administrative Staff FTE: *0.0*

Facilities (brief narrative description):
Creation of the Fitness/Wellness Center
Sports Medicine Training room expansion
Resurfacing of baseball and softball field (field turf)
Renovation of the soccer field (field turf)
Synthetic putting green
Off campus football facility
Wrestling room
Permanent bathroom facilities at athletic fields
Classroom renovation and hardwood floor maintenance

Equipment (brief narrative description with estimated total cost): Cannot determine cost at this time:
Fitness Equipment (aerobic machines)
Fitness apparatus (weights, stability balls, pads)
Marine diving equipment
Dance studio sound system
Aquatic center sound system
Aquatic Lifesaving training equipment
Raquet sports equipment

Supplies (brief narrative description with estimated total cost): Cannot determine cost at this time:
Athletic uniforms
Safety equipment
Classroom supplies
Office supplies
Sports Medicine supplies
Music/DVD library
Fabric/costumes for dance production

Staff Development (brief narrative description): *Click once here and type your response*

Other: *Click once here and type your response*

When completed, please save your file and e-mail (using the File: Send To menu) to tanya_hanton@westvalley.edu