Student Services and Administrative Operational Annual Program Review and Planning Update Form Fall 2024

## BACKGROUND:

**Program review is an integral part of the campus planning process. As programs and areas monitor their progress on the current comprehensive four-year program review, changes in need and scope can be expected. This Annual PR Update form is designed to outline and request modifications to the current program review that occur between comprehensive four-year review cycles, as needed.**

**Examples of a requested change include new information such as action plans, outcomes modifications, personnel changes, technology needs, and capital expenditures requirements. As programs and areas monitor their progress on the previous comprehensive four-year program review, the form provides the basis to suggest a change in plans and processes to improve student success and institutional effectiveness.**

## SUBMISSION:

**Program:**

First Year Experience

**Principal Author(s):**

Dr. Kim Vandervort, Jennifer Merchant, Jeanne Costello

**Manager:**

Dani Wilson

**Submission Date:**

11/26/2024 3:20:09 PM

**Author Signature:**

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| Electronically signed by Kimberly Vandervort on 11/26/2024 1:17:06 PM |

**Manager Signature:**

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| Electronically signed by Dani Wilson on 11/26/2024 3:20:09 PM |

# Part 1: Review of Data

1. **List the outcomes from your Fall 2022 self-study. Which outcomes has your program assessed in the last year and/or which do you plan to assess in the coming year?**

Fall 2022 Self-study Outcomes:

Outcome #1: 15% of incoming first year students will attend a student welcoming activity that introduces students to the campus community, support services, educational and career opportunities, study skills, and mindful growth.

Outcome #2: Increase by 5% the number of students who accomplish all four of these benchmarks by the time they complete 30 units:

1. Complete comprehensive ed plan

2. Complete the SuperStrong assessment

3. Complete college-level Math and English

4. Engage in at least one mindful growth experience

Outcome #3: 10% of first year students earn at least one FYE key area badge (Community, Career & Educational Exploration, Student Support, or Mindful Growth).

Outcome #4: Increase by 5% the number of first year students who complete the full FYE Badgr Pathway, earning all badges in the four key areas of Community and Cultural Connection, Career & Educational Exploration, Student Support, and Mindful Growth.

FYE assessed Outcomes #1, #3, and #4 at the conclusion of the Spring 2024 semester.

1. **What changes, if any, have been made to your program or outcomes as a result of outcomes assessment?**

Overall, the outcomes assessment process revealed that developing a gamified digital badging system did not achieve its intended goal of incentivizing student connection with campus resources. The data also revealed that a majority of the top ten badges earned were for completing engagements embedded directly into instruction, indicating that students were more likely to experience FYE engagements when they were delivered to them in the classroom via a presentation, activity, or assignment that was part of regular instruction.

Based on these results, FYE discontinued the gamified badging system for AY 2024-2025 and shifted operations to focus primarily on instructional delivery of FYE engagements. Furthermore, as assessing the current outcomes depends primarily upon data collected from the Canvas badging system, FYE is currently in the process of revising all four program outcomes.

1. **How is your area collecting or working to collect disaggregated, student-level outcomes assessment data?**

FYE is working with Guided Pathways and the Office of Institutional Effectiveness to collect retention, success, and persistence data for students enrolled in FYE-embedded courses. We are also using Starfish kiosks at FYE-sponsored events and other campus events in which FYE participates to track student engagement.

All data collected will be disaggregated by race, ethnicity, and gender to assess how student participation in FYE aligns with campus equity metrics, the Fullerton College strategic plan, and Vision 2030.

# Part 2: Additional Resource Request Reasoning and Support

[ ] **We have reviewed our most recent self-study and have not identified any significant changes that necessitate resource requests for the upcoming academic year.**

[x] **We have reviewed our most recent self-study and have identified significant changes that necessitate additional resource requests.**

**For programs that have identified significant changes that necessitate additional resource requests, answer the following questions for each separate resource request:**

1. **Briefly describe your resource request.**

Funding is needed to support ongoing faculty development of discipline-specific, race-conscious FYE engagements in English, Math and Business FYE courses and to add new programs from other disciplines to FYE to further expand the scope of FYE’s integration into instruction.

1. **Is this request related to an essential safety need?**

No

**Why must this resource request be processed now rather than during the Fall 2026 comprehensive self-study?**

FYE has significantly scaled up in 2024-2025 to include all English 100/100H/and 101 courses and all Business 100 courses. FYE is working to bring additional programs in, such as Ethnic Studies, to reach as many first year students as possible. Both of these changes require additional faculty training and ongoing support to ensure FYE offers a consistent, meaningful student experience.

Faculty must be compensated for work outside of their normal contract obligations. As FYE does not currently receive any funding for this purpose, it is necessary to process this resource request now to ensure that FYE can make meaningful forward progress.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

This allocation will allow existing FYE faculty to continuously assess FYE embedded engagements with a race-conscious lens and improve the engagements’ effectiveness in increasing retention and success rates for Black/African American and Latine students. It will also enable FYE to work with programs new to FYE to develop discipline-specific, race-conscious engagements designed to support the success of first-year students.

**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**

No.

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

This resource allocation will help FYE further its goal to increase the number of Fullerton College courses that integrate race-conscious FYE activities and assignments and, in turn, increase the success, retention, and persistence rates for first-year students. This directly supports the college’s core values of Access (diversity, equity, and inclusivity), Community (belonging), and Learning.

**For each separate resource request, complete this chart with the itemized requested dollar amount:**

|  |  |
| --- | --- |
| **Type of Resource** |  |
| Personnel |  |
| Facilities |  |
| Supplies |  |
| Computer Hardware |  |
| Computer Software |  |
| Training | $18,360 (68 faculty x 6 hours x $45/hour) |
| Other |  |
| **Total Requested Amount:** | 18,360 |

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| **Is the funding requested ongoing or one-time funding?**Ongoing |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)No**For each separate resource request:**1. **Briefly describe your resource request.**

FYE requires funding to host 1-2 FYE-sponsored events per semester.1. **Is this request related to an essential safety need?**

No**Why must this resource request be processed now rather than during the Fall 2026 comprehensive self-study?**FYE hosts several events related to FYE courses including a showcase of work completed by students enrolled in FYE courses in the Fall semester and a First Year Celebration at the conclusion of the Spring semester to honor students’ achievement of completing their first year in college. FYE does not currently have a hospitality budget outside of funding endorsed by the PPRC and PBSC; therefore, this resource request must be processed now to ensure FYE can host these events in AY 2025-2026.**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**The goals of the events FYE sponsors are to strengthen academic identity development; build community and connect students to campus life and resources; foster students’ sense of purpose; and help students experience a sense of belonging. Research suggests that students who feel a stronger sense of community, purpose, and belonging are more likely to persist in college and achieve their educational goals.**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**No.**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**This additional resource allocation helps FYE to support the college’s core value of Community, part of which is to “promote belonging and connection that fosters the well-being of those on campus and surrounding areas.” Without this resource allocation, FYE would not have the necessary funding to host group events designed specifically to support the unique needs of our first-year student community.**For each separate resource request, complete this chart with the itemized requested dollar amount:**

|  |  |
| --- | --- |
| **Type of Resource** |  |
| Personnel |  |
| Facilities |  |
| Supplies |  |
| Computer Hardware |  |
| Computer Software |  |
| Training |  |
| Other | Hospitality: $5,000 |
| **Total Requested Amount:** | $5,000 |

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| --- |
| **Is the funding requested ongoing or one-time funding?**Ongoing |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)No |

**For each separate resource request:**1. **Briefly describe your resource request.**

FYE requires additional funding to hire one Professional Expert to support the FYE Faculty Coordinator with administering the program for all first-year students at Fullerton College.1. **Is this request related to an essential safety need?**

No**Why must this resource request be processed now rather than during the Fall 2026 comprehensive self-study?**As aforementioned, FYE engagements will be integrated into all English 100/100H/and 101 courses and all Business 100 courses in AY 2025-2026. In addition, FYE is expected to further increase the scale of implementation in Math and additional academic disciplines to achieve its goal of supporting as many first year students as possible. These changes require additional staffing to support the development of race-conscious FYE engagements for classroom integration. As FYE does not currently have a dedicated funding source that could be used to hire additional staff, the program requires additional funding now to secure staffing support for the 2024-2025 Academic Year.**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**Beginning in Fall 2025, FYE will dramatically increase in scale to embed intentionally-designed, race-conscious engagements into more than 100 academic courses. As the workload of the full-time Faculty Coordinator has increased, the need for additional staffing has become imperative to meet FYE’s outcomes and support FYE faculty and students alike. One additional PE contract staff member is needed to support development of classroom engagements and collect and analyze program data, with the primary goal of increasing student retention, success, and persistence at Fullerton College.**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**Since completion of the Fall 2022 self-study, the scope and implementation of FYE has significantly increased to incorporate research-based engagements into more than 100 academic courses. Additional staffing will enable the program to offer necessary support for the embedded instructional components of FYE.**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**This additional resource allocation will support FYE’s goals to foster a welcoming and inclusive college environment, encourage student exploration of careers and majors, foster student awareness of academic mindsets for success, and connect students with support services both inside and outside of the classroom. These goals directly connect to Fullerton College’s core values of Access, Community, and Learning**For each separate resource request, complete this chart with the itemized requested dollar amount:**

|  |  |
| --- | --- |
| **Type of Resource** |  |
| Personnel | Professional Expert |
| Facilities |  |
| Supplies |  |
| Computer Hardware |  |
| Computer Software |  |
| Training |  |
| Other | Personnel: $37,492 |
| **Total Requested Amount:** | $37,492 |

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| **Is the funding requested ongoing or one-time funding?**Ongoing |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)No |

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