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:**

OIE

**Principal Author(s):**

Daniel Berumen

**Manager:**

Cynthia Olivo

**Submission Date:**

12/18/2024 5:20:27 PM

**Author Signature:**

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| Electronically signed by Daniel Berumen on 11/25/2024 1:16:45 PM |

**Manager Signature:**

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| Electronically signed by Cynthia Olivo on 12/18/2024 5:20:27 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?**

OIE maintained its outcomes from the previous cycle:

1. The Office of Institutional Effectiveness will respond to internal and external research requests in a timely manner, with, if necessary, a scheduled time for consultation and discussion of the request, an estimated time of project completion, and documentation of the request

2. Personnel from OIE will be available as resource members, upon request, for consultation time in association with the original request and its formulation, and for consultation time after completion of the request for analysis and evaluation of the research results.

OIE reviewed both outcomes during summer one-on-one and group meetings, including a meeting at the beginning of the fall semester. OIE will continue to review each outcome annually.

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

OIE implemented changes during the 2023-2024 academic year, including requiring (almost) all request to go through our research request form, assigning a Senior Research Analyst to monitor the request form, and moving away from a dedicated researcher model. After discussions/review over the summer, the team has collectively decided to continue with those changes into 2024-2025.

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

We provide other program's their disaggregated student-level outcomes data regularly as part of our regular operating procedures. We also provide that data to the campus community as a whole through our reports and dashboards. Internally, we are not student facing, and as such we do not collect that data for our program improvement purposes.

# 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.**

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