

# Santa Rosa Junior College

## Program Resource Planning Process

### Dean II Kinesiology Athletics and Dance 2014

#### 1.1a Mission

#### **1.1a Mission Statement:**

##### **Kinesiology, Athletics and Dance Department Mission Statement:**

The SRJC Kinesiology, Athletics, and Dance Department's mission is to prepare students for successful transfer to baccalaureate (four-year) institutions as well as prepare students for jobs within the fitness, athletic training, and coaching industry. In addition to transfer and career oriented degrees and certificates, courses in kinesiology, athletics, and dance offer opportunities for students to gain knowledge and skills in physical fitness, aquatics, combatives, athletic training and athletics. Students will learn how to sustain safe and effective, lifelong physical activity for a healthy and productive life. In addition, students will understand the connection between physical activity and one's physical and cognitive well-being.

The KAD Dean's office supports all three departments and their respective programs in providing high quality Kinesiology, Dance and Intercollegiate Athletics teams and related lower division courses that satisfy the requirements for General Education, as well as both Kinesiology and Dance majors. The KAD Dean's office also supports a number of Career and Technical programs that serve students and the surrounding community.

A major responsibility of the KAD Dean's office is to maintain and guarantee the athletic eligibility status of over 500 student-athletes annually, and to insure all CCCAA and Big 8 Conference rules and regulations are adhered to fully.

It is the mission of the Santa Rosa Junior College Kinesiology, Athletics, and Dance Cluster to provide instruction and activities founded upon sound physical education theory. We will do our best to offer the athletic, physical education and dance opportunities our students and community desire. The Santa Rosa Junior College Kinesiology, Athletics, and Dance Cluster strives to provide:

1. Physical activities which have meaning and significance for the individual, thereby providing an interest in long term participation and lifelong fitness.
2. Physical activities that provide measurable physiological outcomes for the participant.

#### 1.1b Mission Alignment

## **1.1b Mission Alignment:**

The Dean of KAD supports the mission of the college in the following ways:

### **Preparing students for transfer**

The Dean of KAD supervises and oversees all general education classes and transfer degree programs in the KAD Department.

### **Services that support student success and enrich student life**

The Dean of KAD leads and is directly involved in a new student athlete orientation day, a member of the PASSS group whose function is to support student athlete success and provides leadership for KAD Department to support and enhance student lives.

### **Promotes personal and professional growth, cultivates joy at work and in lifelong learning**

The Dean of KAD is part of a department that is truly a leader in the area of lifelong learning. Lifelong learning is a vital part of all KAD disciplines. The department engages students to learn with joy and is a District leader in in this part of the mission of the college. Faculty members are role models for students and take pride in their personal and professional growth. The KAD Dean promotes and supports all personal and professional growth.

### **Civic engagement and participation in diverse local and global communities**

The KAD Dean leads a group of faculty members who are engaged in community outreach that supports diversity. The athletic discipline often leads or participates in community projects or charitable events. These volunteer projects help many people in need and underrepresented groups, showing SRJC cares for the community and beyond.

### **We regularly assess, self-reflect, adapt and continuously improve**

The KAD Dean along with the department chair support all faculty and staff to assess programs and evaluate ways to constantly improve programs in the department. The dean and chair have led informational and hands on meetings and trainings about student success, curriculum development, SLO assessment, facilities improvement and renovation, and public relations/sports information. The KAD Department has been a district model in regards to organization and completion of SLOs and SLO assessments and in 2014 successfully completed the assessment of all of their majors and certificates (9).

We communicate together in discussions on program excellence and support services for students to help make our department, programs and students great.

## **1.1c Description**

## 1.1c Description:

The Department of Kinesiology, Athletics and Dance offer a comprehensive, well-rounded program that meets the needs of SRJC's varied student population. A wide variety of lecture, and activity classes accommodate students who range in age from high school students to senior adults. Students may participate in classes on an individual basis that emphasize transferring to 4 year universities as kinesiology majors, obtaining certificates or learning lifelong physical fitness and wellness strategies in one of a variety of fitness courses, including aerobics, step aerobics, body conditioning, pilates, yoga, dance, weight training, aquatic fitness, and aqua calisthenics. Students may also participate in individual sports training by enrolling in classes such as golf, tennis, wrestling, track and field, or combatives. Team sports offerings include badminton, basketball, football, soccer, volleyball, and water polo.

### Kinesiology

Kinesiology, the study of human movement, is achieved through scholarly study that includes both lecture core courses and physical activity experience in lab classes. Lab classes, physical instruction, and practice are **fundamental** to the nature of the disciplines of Dance and Kinesiology. One must experience the *kinesthetic* aspect to learn safe and effective physical skills to truly be effective professionals, teachers, and leaders in this growing industry and educational pathway. Currently, Kinesiology is the 7<sup>th</sup> most popular major at CSUs and careers in this area are expected to grow faster than average according to current labor market data.

Kinesiology majors are required to take a *minimum* of two, one unit courses of physical education/activity. This is a part of the Transfer Model Curriculum for Kinesiology as well as SRJC's Associate's Degree in Kinesiology. Future Physical Education teachers need to take a variety considering they are teaching fitness-based and sport-related physical education and need exposure to all types of movement and forms. Future coaches need to take a variety since they are many times involved in skill development and safe and effective conditioning programs for their athletes.

#### **CSUs that require units of Kinesiology Physical Activity courses in a variety of areas including dance, individual and team sports, fitness, combatives, and aquatics**

<b>CSU</b>	<b>Kines Major Requirement</b>	<b>General Ed Requirement for All Majors</b>
SJSU	4 Units	2 units
SFSU	8 units	
SDSU	2 units	
CSU – Long Beach	2 units	
CSU – Fullerton	6 units	

In addition, fitness-based Kinesiology activity courses are required courses for students wanting to complete the Fitness, Nutrition, and Health Certificate or Degree at SRJC. Learning the practical skills in becoming a group fitness instructor or personal trainer come directly from weight training, body conditioning, Pilates, and yoga classes. They use these same courses to become teaching aides to gain practical skills leading group classes and working one-on-one in fitness instruction.

### Dance

Dance is also an academic discipline; it encompasses the elements of a performing art, as well as the science of movement. Students enrolled in dance classes have several options of study. The Dance Program at SRJC offers an AA degree, certificates in Ballet, Jazz, Modern, and Hip Hop/Funk and the general student population may experience dance as a means to enhance physical fitness, wellness, coordination, and grace. Dance technique classes are the essential training tools for students preparing to transfer as dance majors. Dance auditions are required for entrance in to public state and private colleges and universities, most of which will hold the transfer student to a higher technical ability level.

The SRJC dance program, specifically the certificate programs, assists in preparing students for careers in dance, including the areas of choreography, dance performance and private dance instruction. It is critical to maintain the diversity of instruction and course offerings to service the students in classes and the many options they have involving their dance training.

## **Career Paths**

Athletic Training/Sports Medicine  
Physical or Occupational Therapy  
Group Fitness Instructors  
Physical Education Teachers  
Program Director of Corporate Fitness  
Center/Resorts  
Yoga and Pilates Instructors  
Personal Trainers  
Community based sport and fitness instructors  
Adapted Physical Activity  
Aquatics Director  
Sport Coaches  
Dance teachers  
Athletic Administration  
Biomechanist  
Cardiac Rehabilitation Specialist  
Pre-Chiropractic  
Director of Youth Camps/Sport Programs  
Epidemiologist- Physical Activity  
Exercise Physiologist  
Massage Therapy  
Pre-Med  
Physician's Assistant Preparation  
Professor of Kinesiology, Physical Education  
Recreational Therapist  
Respiration Therapist  
Sport Management  
Sport Psychologist for Performance Enhancement  
Sports Information Director  
Sports Journalist  
Sports Marketing  
Sports Officiating  
Strength and Conditioning Coach

## **What does the SRJC KAD Department Offer?**

- Majors and Certificates for transfer students
- Alignment with the Transfer Model Curriculum (TMC)
- We offer lecture courses that include Kinesiology, Health and Wellness, Sports & Training Theory, Athletic Training, Dance & Dance History
- We offer lab courses that include Kinesiology, Athletic Training, Physical Activity, Team Sports, Individual Sports and Dance

## **What career paths are available to Kinesiology Majors?**

- There are over 30 existing career paths at the CSU's for Kinesiology Majors
- Our certificate programs at SRJC offer graduates immediate job opportunities in fitness and training

## **Kinesiology majors have careers in**

Sports Medicine  
Cardiac Rehabilitation  
Biomechanics  
Physical Therapy  
Occupational Therapy  
Ergonomics

Corporate Fitness  
Sports Management  
Athletic Administration  
Sports Broadcasting  
Exercise Physiology  
Sports Psychology  
Coaching  
Sports Officiating  
Teaching

**The KAD Dean's Office:**

Provides support services and leadership for the faculty and staff of KAD.

Supports in the effort to maintain efficient enrollment management in conjunction with the department chair and program coordinators.

Manages the organization and completion of all faculty and staff evaluations.

Manages the operational functions of the cluster including:

- KAD curriculum
- KAD SLOs & Assessments
- Budget development
- Program review
- Instructional equipment
- Facilities requests
- Faculty and classified staffing requests
- Athletics

Acts as a resource for staff development opportunities and policy and procedure interpretations, development, and implementation.

Acts as a liaison to various campus and community functions, committees and advisory groups.

Assists in the procurement, hiring, and evaluation of both part time and full time faculty, staff, and athletic sport coaches.

Assists the department's twenty sport programs in promoting and maintaining their respective sport teams.

## 1.1d Hours of Office Operation and Service by Location

### 1.1 Hours of operation and Service

The KAD cluster at Santa Rosa is open during teaching hours:

Teaching hours consist of Monday through Sunday and anywhere from 6:00am until 11:59pm. Our main cluster office is open from 8:00am until 5:00pm Monday through Friday and is staffed by an AA II and an AA III. In addition to our administrative assistants, the department has two student employees who work 20 hours per week.

The KAD cluster at Petaluma is open during teaching hours:

Teaching hours consist of Monday through Saturday, from 7:00am until 10:00pm. The department does not have any AA's in Petaluma or student employees. The department currently has one full time faculty member assigned as a coordinator of the KAD program at Petaluma campus on limited release time from the KAD Department Chair. In addition, one full time faculty has been hired to teach classes at the Petaluma campus starting fall of 2014. Currently there is no administrative support available for the Petaluma campus. However, there is one ten hour per week Federal work study student assigned to work under the supervision of the coordinator.

The KAD dean's office is open to the public as follows:

Monday through Friday 8:00 am to 5:00 pm during the fall and spring semesters.

Monday through Thursday 8:00 am to 5:00 pm during the months of June and July.

## 1.2 Program/Unit Context and Environmental Scan

### **1.2 Program/Unit Context and Environmental Scan:**

#### **Degree Majors and Transfer Majors**

The KAD department has recently assessed all of our existing majors and successfully completed 3.6 review for our Dance Major. In addition to the assessments on our majors we added a new approved Athletic Training Prep Major and Fitness, Nutrition, and Health Certificate and Major. In addition, a Transfer Model Curriculum in Kinesiology was written and approved. Kinesiology is still the 7th most popular major at CSUs and the department is responding to this demand by having courses available that transfer for a degree in Kinesiology included KINES 1 - Intro to Kinesiology and a variety of physical activity courses in: combatives, individual and team sports, aquatics, and fitness. Students are required to take 2-6 units of activity courses to fulfill requirements of a major in Kinesiology at CSUs.

In addition, the KAD department has added a course, KINES 53 - Principles of Health and Wellness that satisfies the general education requirement in Area E: Life-long learning for CSU transfer and many times a requirement for Kinesiology majors. This course is also being developed for online instruction through Moodle.

Dance still offers a Dance Major that prepares students to transfer for a degree or various careers in dance. In addition, there are four dance skills certificates in: hip hop/funk, modern, ballet, and jazz.

#### **Career and Technical Education (CTE) Certificates and Majors**

The KAD department has recently assessed all of our existing certificates and successfully completed 3.6 review for all of the KAD Certificates. The Fitness, Nutrition, and Health Certificate and Major was approved by the State Chancellor's office in spring 2012. This certificate is in response to a growing job market demand and need for qualified personal trainers, fitness instructors, and wellness coaches.

Partnerships with local fitness and wellness facilities have been made to receive industry feedback on the fitness program and create internships opportunities for students. This outreach has been a huge success and currently students have a variety of settings to choose from including corporate fitness centers, private personal training studios, wellness centers (provide yoga, pilates, physical therapy and massage), martial arts studios, and group exercise programs. Students have career goals in yoga, pilates, personal training, wellness coaching, stroller stride franchise owners, boot camp franchise owners, strength and conditioning coaches, PE instructors, youth fitness, and many more. A course in business

management, sport psychology, and specialty courses in working with kids or special formats such as yoga and pilates may help keep up with the growing demand of fitness trends.

24 Hour fitness now accepts the Fitness, Nutrition, and Health Certificate/Major as an official certification to get hired and work as a personal trainer at their facility.

The KAD Dean's office supports a cluster that serves a larger amount of the District's estimated student head count. The cluster employs 12 full time faculty and 45 adjunct faculty and coaches.

FTES Fall 2012	FTES Spring 2013	FTES Fall 2013
387.59	391.99	422.07
FTEF Fall 2012	FTEF Spring 2013	FTEF Fall 2013
21.42	20.85	22.25

## 2.1a Budget Needs

### 2.1 Budget Needs

#### **Budget Use:**

The KAD Dean's budget must cover expendable supplies, new equipment purchases, used equipment replacement, maintenance of existing equipment and the more usual items: graphics, phone, etc. In the past five years major efforts have been made to use resources more effectively: The hours of our AAs and Equipment Technicians have been adjusted so they are occasionally staggered to allow for more coverage without increasing the work force. Travel per diem and post season costs have been cut drastically and our assistant coaches' stipends were cut by 50% in 2003 and have not been increased since that time.

#### **Budget Statistics:**

Our cluster is somewhat expensive; we have many unique equipment and supply needs. Every piece of our equipment must be kept up and maintained. In 2002-03 our budget was cut drastically. Our assistant coaches' stipends were reduced by 50%. To date these funds have not been replaced. In order to keep money in our operating budget we have greatly reduced the per diem and travel expenses for all of our student athletes. Athletics teams required to stay overnight on away contests have to raise additional funds to cover these expenses themselves. We have literally been cut across the board and none of these funds have been restored.

#### **2012-2013 Additional Funds:**

Additional funding is needed for supplies and to maintain and update equipment. The cost of supplies has risen dramatically and the budgets have not. Our cluster has done its part to insure needs of student athletes are met. When we were asked to cut, we successfully did so. When we were asked to expand we expanded and when asked to become as efficient as possible, once again, we did. In my opinion, the athletic program is funded well below a base level. SRJC does not compare well in most areas with other Big 8 Conference colleges in terms of per diem, travel

and lodging, assistant coaches' stipends, equipment and supplies, work study support funding, and both classified and management support staff.

### **Fiscal Year Expenditures- 2012-2013**

<b>Category</b>	<b>Amount</b>	<b>Change</b>	<b>Dist. Total</b>	<b>% of Dist.</b>
Total Expenditures	2,893,732.45	-12.57%	109,755,801.72	2.64%
Total Faculty Payroll	1,574,116.19	-13.71%	37,642,229.36	4.18%
Total Classified Payroll	228,041.78	4.20%	17,914,387.66	1.27%
Total Mgt. Payroll	168,582.01	-13.83%	9,033,594.60	1.87%
Total Salary/Benefits	2,528,934.70	-11.15%	83,300,149.56	3.04%
Total Non-Personal	299,642.20	-26.59%	13,951,537.78	2.15%

The cluster, under leadership of the dean's office, has established a history of prudent fiscal restraint, using limited funds judiciously and efficiently. Under the leadership of the dean's office, the cluster has arranged appropriate coverage of the division office, equipment room, and training room, by staggering start and end times for the individuals who staff these very essential components of the cluster.

### **Budget Characteristics:**

The KAD dean's office oversees a department that has unique requirements in terms of equipment and general operating expenses. To meet the mission of the cluster, expensive and specialized equipment is necessary. Much of this equipment requires continual upkeep and scheduled maintenance, which requires a moderately high level of funding. This is particularly true in the operation and maintenance of the department's weight room.

### **Budget Shortcomings:**

Ten years ago, KAD's budgets were reduced by from 15 to 50 percent. None of those budget cuts have not been restored, even with better budgetary times since. The assistant coaching stipends, the life blood of our support coaching staff, remains at the reduced 50 percent level. Per diem amounts were also lowered and have not been restored. Supply budgets were also reduced and likewise, have not been increased. In comparison with other dean's offices and athletic directors in the Big 8 Conference, SRJC is near the bottom in most budgetary categories. To make the problem worse, another 15% level of cuts were imposed four years ago.

Due to shrinking transportation budgets, the dean's office must continually cut charter bus service which means coaches have to drive vans, often extending an already over-taxing work day. Typical game day workdays can often stretch to over eighteen hours. This situation is not conducive to a responsible level of safety for faculty or student-athletes. This issue needs to be addressed in a very timely and prescriptive manner. Until this problem is resolved, it the dean's position that the District is assuming an unreasonable level of liability that could result in unnecessary and preventable lawsuits.

### **Additional Funding Necessary:**

Increased and consistent funding levels are needed in several crucial areas significant to the mission of the cluster. Funds are needed for upkeep and purchase of much needed equipment, especially for the weight room, which generates a significant amount of revenue for the District. Frankly, the cluster is currently being funded at below a base level. The cluster's coaches have contributed a huge amount of fundraised dollars in order to sustain their teams at a minimum level. The energy and time coaches have been expending in supporting their respective programs,

however, is not sustainable forever. Coaching burnout will become an issue the dean's office will need to address if fundraising demands continue for a prolonged period of time. Presently, one very successful coach of multi sports has complained of burnout and has been given consideration for a reduced coaching load. This does not bode well for the overall energy and vitality of our coaching and teaching staff.

**Immediate Budgetary Augmentation Requirements:**

1. Increase transportation funds to enhance charter bus service from \$43,000 to \$80,000 and investigate the purchase of two 28 passenger mini-busses at \$120,000 each.
2. Increase per diem by \$1.00 per day per student/staff.
3. Increase equipment budget by 10 percent.
4. Increase assistant coach's stipends by 25 percent.
5. Increase funds for entry fees, official's fees, and hosting fees by 25%
6. Purchase two storage sheds for storage of department equipment at new Green Space.
7. Increase Federal Work Study funds from \$5,000 to \$10,000. This \$5,000 funding was provided for this past year and made a huge difference in our ability to keep our facilities clean and safe and to assist our instructors. We need another \$5,000 for the coming 2014-2015 year. The SRJC Safety Committee has put added demands on the cleanliness of our facilities including: weight room, dance room, and mat room.
8. Increase funding for the proper maintenance of Bailey Field by 25%

**2.1b Budget Requests**

Rank	Location	SP	M	Amount	Brief Rationale
0001	Santa Rosa	08	07	\$5,000.00	The cost for officials at sporting events has gone up
0002	Santa Rosa	01	07	\$1,000.00	Conference dues have gone up
0003	Santa Rosa	01	06	\$10,000.00	Student transportation / bus charter
0004	Santa Rosa	01	07	\$5,000.00	Testing and replacing football helmets-out of compliance
0005	Santa Rosa	01	07	\$12,124.00	Coaches stipends were reduced during the last budget crisis. This addition would get it back to normal.
0006	Santa Rosa	01	07	\$41,630.00	Travel and per diem costs far exceed the budget.
0007	Santa Rosa	01	07	\$3,000.00	Ambulances Required for home football game
0008	Santa Rosa	01	07	\$5,000.00	Equipment repair for KAD equipment
0009	ALL	01	06	\$10,000.00	Federal work study funds
0010	Santa Rosa	02	07	\$2,000.00	Reinstate athletic training budget that was cut.

**2.2a Current Classified Positions**

Position	Hr/Wk	Mo/Yr	Job Duties
	0.00	0.00	
Equipment Tech I	40.00	12.00	The Equipment Tech I insures all KAD equipment is maintained in proper fashion. This person routinely repairs damaged equipment and orders new parts. The ET I checks out all KAD equipment to student users and maintains logs of equipment checked in and out. This person submits a yearly list of missing equipment and bills students who fail to return issued items. This person assists with the staging of on campus sports events.
Equipment Tech II	40.00	12.00	This person has the overall responsibility for the entire operation of the equipment office. Purchasing and replacement of equipment and uniforms and proper storage and cleaning of equipment and uniforms is a crucial component of this position.
Administrative Assistant III	40.00	12.00	The AAIII position in KAD acts as the office manager and supports the KAD Dean in all phases of operation of the cluster.

Administrative Assistant II	40.00	12.00	The AAIL supports the Dean by supervising the travel and scheduling needs of the cluster. In addition, this position supports the Dean by supervising the needs of our PE and Dance faculty and staff.
Lifeguard Supervisor	15.00	12.00	The lifeguard supervisor is responsible for the hiring, management, scheduling and supervision of all our lifeguards. Lifeguards are needed for classes in our aquatics center.

## 2.2b Current Management/Confidential Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Dean II	40.00	12.00	The dean of KAD has overall responsibility for the entire operation of the cluster.

## 2.2c Current STNC/Student Worker Positions

Position	Hr/Wk	Mo/Yr	Job Duties
Student Aide	20.00	10.00	Coordinates the front reception desk and answers the phone.
Student Aide	20.00	10.00	Coordinates the front reception desk and answers the phone.
Student Lifeguards	15.00	10.00	Provide lifeguard coverage during all aquatic events staged at both the indoor and outdoor swimming pools.
Work Study Workers	20.00	10.00	Provide assistance in maintaining the weight room, mat room, dance room and Haehl Pavilion facilities in KAD. Provide assistance to the equipment room staff and to the Athletics Director's office for game management.

## 2.2d Adequacy and Effectiveness of Staffing

### 2.2d Adequacy and Effectiveness of Staffing

The staffing for the dean's office in KAD is less than the Academic Affairs Taskforce of Administrative Assistants Committee recommendation of one additional AAIL position. Given the current fiscal crisis, the cluster can and will manage without this position until funds become available. However, when budgets do improve, the expectation is that additional administrative support will be forthcoming. In the meantime, it would be in the best interest of the department and the District to re-engineer a half-time person from another department to support KADs increasing workload requirements. The only other viable option would be to outsource some of our workload relating to deposits and payments for our Foundation accounts. Doing so would greatly benefit KADs overall efficiency and would reduce serious work-related stress and strain on the current staff.

In the discipline of Athletics, SRJC is understaffed in regard to an Assistant Athletic Director, Gate and Concession Coordinator, and Sports Information Director.

Federal Work Study positions need to be enhanced from the current 5-10 workers sharing approximately \$5,000.00 in FWS funding from 2013-14. We use FWS help to maintain the proper functioning of the SRJC Weight Room, Mat Room, Dance Room, Haehl Pavilion Student Study/Computer Lab Room, Haehl Pavilion Hospitality/Meeting Room, both swimming pools, and the Petaluma campus gym and weight room. These FWS students act as instructional aides for both the instructional faculty and the classified staff. They are crucial to the department

providing the necessary and minimum service level to our faculty, staff, students, and the community. As a comparison to other similar colleges, American River College has a FWS budget of over \$32,000 and Sacramento City College has approximately the same amount. We are far behind those colleges but offer larger programs and services than they offer.

## 2.2e Classified, STNC, Management Staffing Requests

Rank	Location	SP	M	Current Title	Proposed Title	Type
0001	Santa Rosa	08	07		AA II 100% (1.0 FTE)	Classified
0002	Santa Rosa	01	06		Promotions/Sports Information Director/Webmaster	Classified
0003	Santa Rosa	06	06		Assistant Athletic Director	Classified
0004	Santa Rosa	08	07		Gate and concession coordinator	Classified

## 2.3a Current Contract Faculty Positions

Position	Description
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
Athletic Trainer	Head Athletic Trainer and supervision
KAD Generalist	Teach classes
Dance Generalist- Dance Coordinator	Teach classes and coordinate dance program
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist- Head Coach	Teach classes and coach varsity athletics
KAD Generalist - Petaluma	Teach classes
KAD Generalist	Teach classes

### 2.3b Full-Time and Part-Time Ratios

Discipline	FTEF Reg	% Reg Load	FTEF Adj	% Adj Load	Description
KAD	12.0000	53.4000	10.0000	44.5000	For every 1 FTE-CF there is .83 FTE-AF. This is +.17 compared to the District ratio.

## 2.3c Faculty Within Retirement Range

### 2.3c Faculty within Retirement Range

The cluster currently has two faculty members within retirement range. The dean does not anticipate any full time faculty retiring in the 2014-2015 academic year. The KAD Dean anticipates retirement of these two faculty members in approximately three years.

## 2.3d Analysis of Faculty Staffing Needs and Rationale to Support Requests

### 2.3d Analysis of Faculty Staffing Needs

Staffing needs, as determined by the KAD Dean for 2014-2015

1. Men's & Women's Track/Field Coach and Men's & Women's Cross Country Coach/Kinesiology Generalist
2. Athletic trainer/Faculty
3. Volleyball Coach/Kinesiology Generalist
4. Softball Coach/Kinesiology Generalist
5. Tennis Coach/Kinesiology Generalist
6. Wrestling Coach/Kinesiology Generalist
7. Dance Generalist
8. Strength & Conditioning Coach

The KAD department does not have adequate certificated staff to effectively run all the different disciplines at the level they deserve to be run. We currently have a part time women's softball coach, part time wrestling coach, part time men's and women's tennis coach, part time men's and women's water polo coaches, part time volleyball coach, part time cross country and track and field coach, and only one full time faculty member in Petaluma. Every one of these disciplines requires full time attention and is operating on part time funding. Our programs are some of the best in the country and even though we are paying these coaches and coordinators part time, because of the pride they have in themselves and their programs they are working as if they are full time. It is not fair to ask a part time faculty member to put those numbers of hours in and not be properly compensated for them.

Release time: Currently we are considered a cluster with three disciplines: Kinesiology, Athletics, and Dance in both Santa Rosa and Petaluma. We have one department chair responsible for three schedules, evaluations for all three departments, and instructional and staffing requests for all three for 80% release time. In an attempt to keep his sanity and keep the programs running at a high level the department chair delegates away release time to get help coordinating the three departments on both campuses. Our dance department is very large and deserves its own department chair. We are doing it for 9% of the department chair's release time. The Petaluma Campus is on the verge of expanding with a full schedule of Kinesiology and Dance classes. We are currently operating that program with 9% of the department chair's release time. As a result of this way of getting by, faculty members and coordinators are getting extremely burned out.

We need funding very badly to continue at this level. Our department chair is currently picking up more classes in order to make up for release time that is given away. This is not the most effective way to manage a cluster and I am not sure how much longer people will be willing to serve as coordinators in the absence of reasonable release time.

Given the size, scope, and stature of our Dance discipline, this highly visible program deserves a department chair of its own.

### 2.3e Faculty Staffing Requests

Rank	Location	SP	M	Discipline	SLO Assessment Rationale
0001	Santa Rosa	01	06	Instructor Generalist/Head W/M Track & X Country	
0002	Santa Rosa	01	07	Athletic Trainer	
0003	Santa Rosa	01	06	Instructor Generalist/Women's Volleyball Coach	
0004	Santa Rosa	01	06	Instructor/Men's & Women's Tennis Coach	
0005	Santa Rosa	01	07	Instructor/Head Softball Coach	
0006	Santa Rosa	01	06	Instructor/Wrestling Coach	

## 2.4b Rational for Instructional and Non-Instructional Equipment, Technology, and Software

### **2.4b Rational for Instructional and Non-Instructional Equipment, Technology and Software**

The existing equipment now in place is not sufficient for the success of the instructional program currently being offered students. We desperately need at least one smart classroom and preferably several. Our intent is to offer more lecture classes in KAD. Given the department does not currently have one smart classroom makes this a high priority for our cluster. A focus needs to be placed on replacement of old equipment, media upgrades, replacement of worn out equipment, weight room equipment, and modifications to existing teaching stations throughout our facility inventory. One particular need is the replacement of worn out weight room equipment and the addition of several new pieces of equipment that will insure we maintain a state of the art facility and meet the ever increasing demands of our community. Such attention will enhance our teaching effectiveness and will increase FTES.

The KAD Dean is currently examining a software called "Grades First" to provide greater support for student athlete success.

## 2.4c Instructional Equipment and Software Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0001	Santa Rosa	08	07	LED Basketball Lighting System	2	\$1,600.00	\$3,200.00	Myers	Quinn	Myers
0002	Santa Rosa	08	07	Football Helmets	20	\$275.00	\$5,500.00	Wagner/Bavuso	Bailey 935	Myers
0003	Santa Rosa	01	06	Selected Weight Room Equipment	5	\$2,500.00	\$12,500.00	Blair Bavuso	Tauzer 999	Myers
0004	Santa Rosa	01	07	Assorted Fitness Equipment	6	\$1,000.00	\$6,000.00	Stanley/Mentch/Wagner/Simons	905/951/958/999/BF/GS	Myers
0005	Santa Rosa	01	07	1 Pair of Pool Lane Lines (2 lines)	1	\$700.00	\$700.00	Mentch	1105	Myers
0006	Santa Rosa	01	06	Technology Mediated Classroom	1	\$25,000.00	\$25,000.00	Jim Forkum	Tauzer #947	Myers
0007	Santa Rosa	06	07	Conference Room Table and Chairs	1	\$1,000.00	\$1,000.00			
0008	Santa Rosa	01	06	Nautilus T916 Commercial Treadmill	1	\$7,500.00	\$7,500.00	Ohkubo	Training Room	Myers
0009	Santa Rosa	08	07	Storage Shed (Body Cond & Pilates)	2	\$750.00	\$1,500.00	Wagner	934	Myers
0010	Petaluma	08	07	Wall Mirrors and barres installed in Dance Room	1	\$25,000.00	\$25,000.00	Jacobson	PC 808	Myers
0011	Santa Rosa	01	06	Netting for Hammer Thorw Ring	1	\$1,500.00	\$1,500.00	Forkum	Bailey 935	Myers
0012	Santa Rosa	01	07	28 Passengar Mini Bus	1	\$120,000.00	\$120,000.00	Myers	1001	Myers

## 2.4d Non-Instructional Equipment, Software, and Technology Requests

Rank	Location	SP	M	Item Description	Qty	Cost Each	Total Cost	Requestor	Room/Space	Contact
0004	Santa Rosa	04	07	Vertical File Cabinet- Low	2	\$200.00	\$400.00	Myers	Quinn/Tauzer	Myers
0005	Santa Rosa	04	07	Narrow Work Table	2	\$400.00	\$800.00	Myers	Quinn/Tauzer	Myers
0006	Santa Rosa	04	07	Vertical Mail Sorters	5	\$100.00	\$500.00	Myers	Quinn/Tauzer	Myers

## 2.5a Minor Facilities Requests

Rank	Location	SP	M	Time Frame	Building	Room Number	Est. Cost	Description
0001	Santa Rosa	08	07	Urgent	Tennis Courts	Tennis Courts	\$10,000.00	Replace worn out tennis wall. This is a teaching station and needs to be in operable condition.
0002	Santa Rosa	08	07	Urgent	Men's Varsity Locker Room Bathroom	Tauzer	\$20,000.00	This is one of the oldest facilities on the campus! It is a definite health and safety concern....t The locker room needs painting and circular fans need to be installed. Lockers need to be repaired and a new row of lockers installed.
0002	Santa Rosa	08	07	Urgent	Tauzer	905,951,958,999, 921	\$40,000.00	Install Air Conditioning- health and safety concerns
0003	Santa Rosa	08	07	1 Year	Bailey Field	Football Field	\$10,000,000.00	Install new infield turf including track resurfacing and shot-put area & fieldhouse
0004	Santa Rosa	08	07	Urgent	Tauzer	958	\$6,000.00	Resurface wrestling mats due to health and safety concerns.
0004	Santa Rosa	01	06	1 Year	Sypher Field	Baseball Field	\$13,000.00	Renovate baseball field scoreboard
0005	Santa Rosa	08	07	Urgent	Haehl Pavilion	Gym Floor	\$5,000.00	Repaint / refinish gym floor HP
0005	Santa Rosa	01	06	1 Year	Bailey Field	Football/Track Field	\$13,000.00	Renovate football/track scoreboard

0006	Santa Rosa	01	07	Urgent	Bailey Field	Track Surface	\$8,000.00	Repair synthetic track surface and high jump runway due to health and safety concerns
0007	Santa Rosa	01	06	Urgent	Quinn	Indoor/Outdoor Pools	\$16,000.00	Replace touch pads, timing system with lap top computer
0008	Santa Rosa	01	07	Urgent	Quinn	Indoor/Outdoor Swim Pools	\$50,000.00	Repair or replace the following: Diving board stands for 3 meter boards- health and safety; Broken pool tiles- health and safety; pool doors on both pools- health and safety; Retractable ceiling on indoor pool- health and safety; Locks on all entrances to pools- health and safety; Deck surfaces on both pools- health and safety
0009	Santa Rosa	01	07	1 Year	Greenspace Golf Practice Area	Golf Hitting Area	\$6,000.00	Install netted golf hitting cage- was to be a part of the Phase 2 of the Greenspace Project
0010	Santa Rosa	08	07	Urgent	Tauzer Building	Tauzer Gym	\$2,000.00	Chip old paint off the walls of the gym and repaint from the mid point of the wall down to the floor.
0011	Santa Rosa	01	06	Urgent	Greenspace	Greenspace Field Area	\$500,000.00	Greenspace Original list of items to complete: ADA compliance; landscaping including fencing, driveway, and plants; Buildings including restrooms, storage sheds, ticket booth, and concession stand; Scoreboards including softball, soccer, and baseball; Golf netted hitting cage; lights on all fields and the tennis courts
0012	Santa Rosa	01	06	Urgent	Tauzer	Outdoor Pool	\$6,000.00	Replace water polo goals and tarps
0013	Santa Rosa	08	07	1 Year	Tauzer	Outdoor Pool	\$12,000.00	Replace pool covers and pool cover cart- health and safety
0014	Santa Rosa	08	07	1 Year	Haehl Pavilion	Snack Bar	\$1,000.00	Remodel snack bar counter tops
0015	Santa Rosa	08	07	1 Year	Bailey Field	Football/Track Fields	\$100,000.00	Install new concession stand building with restrooms in corner of field- to replace existing concessions stand under the east bleachers.
0016	Petaluma	01	06	Urgent	PC Gym	PC 808	\$10,000.00	Install bares and mirrors on walls in the gym/dance area. These were to be a part of the original construction plan.
0017	Santa Rosa	08	07	1 Year	Greenspace Fields	Baseball, Soccer, Softball, Football Pra	\$750,000.00	Install a lighting system on all greenspace athletic/PE fields and tennis courts. Under current situation, there are not enough instructional daylight hours to accommodate all of our instructional and athletic needs. A lighting system would open up additional instructional hours.

## 2.5b Analysis of Existing Facilities

### **2.5b Analysis of Existing Facilities**

The KAD Dean supervises all the facilities within the cluster. In a broad overview, most of the facilities within the cluster are inadequate to adequate. Many of the facilities are old and in need of renovation.

The facilities in KAD are some of the most over used facilities on the campus. They are used by KAD, along with Adaptive PE students, faculty and staff, club sports, various other disciplines throughout the District, and now more increasingly by the Community Education Office. Adding a further burden and wear out factor, the facilities are routinely rented to outside groups from the community on a regular basis. The wear and tear from such overextended use has put a severe strain on our buildings making maintenance efforts a real challenge. At the present rate of decline, our buildings will not last much longer in many cases. At this time, improvement and/or renovation is needed for all facilities in the KAD Department.

The dean recommends a shared rental revenue process be instituted that will generate income that the cluster can use to address replacement and repair concerns. Additionally, the dean recommends the District explore allowing the dean of KAD to supervise the rental of all KAD facilities which would give the department a greater role in the rental usage of our facilities. Such an agreement could provide the discipline with funds to better maintain our facilities and could provide incentives to monitor our building on a higher level.

## 3.1 Develop Financial Resources

### **3.1 Diversify Funding- Grants/Contracts**

None at this time. Outside groups often rent KAD facilities. Rental fees go to the District.

## 3.2 Serve our Diverse Communities

### **3.2 Culture Competency**

KAD's hiring practices are congruent with all state and federal hiring laws as well as those policies and procedures of the Sonoma County Junior College District. Our process is open and inclusive in its outreach and our selection process welcomes full participation from underrepresented groups.

KAD is committed to serving our diverse community and addresses this goal by seeking faculty and staff who are sensitive to this effort.

The KAD Dean attended a Cultural Competency Workshop in 2013-14 and has discussed many of the concepts of the workshop with the department.

## 3.3 Cultivate a Healthy Organization

### 3.3 Professional Development

The KAD Dean's office promotes staff development opportunities for faculty and staff. The Dean supports and encourages the faculty and staff's participation in District sponsored trainings and in ad-hoc committee participation. The dean supports staff who desire to learn new skills by giving training and mentoring support as well as limited financial help through the Dean's Foundation Trust Account.

## 3.4 Safety and Emergency Preparedness

### 3.4 Safety and Emergency Preparedness

#### **KAD Department Area Safety Coordinators:**

Monica Ohkubo  
Marty Kinahan

#### **KAD Building Safety Coordinators:**

Tauzer Gym  
Blair Bavuso, John McCallum, Debbie-Ann Medina

Quinn Swim Center  
Jill McCormick, Therese Jennings, Annmarie Wilmarth

Haehl Pavilion  
Lacey Campbell, Craig McMillian

Bailey Field  
Lenny Wagner, Keith Simons

Green Fields  
Damon Neidlinger, Tracy Hamm, Karen Stanley

#### **Required Safety Trainings:**

Blood Born Pathogen Training  
CPR  
AED  
Water Safety

#### **Injury and Illness Prevention Program:**

Discussed, analyzed, and implemented at department meetings annually

## 3.5 Establish a Culture of Sustainability

### 3.5 Sustainable Practices

The cluster is sensitive to positive sustainable practices within the discipline. We routinely provide recycling boxes for all activities that require plastic bottles and aluminum cans of any type. The faculty and staff continually finds ways to recycle equipment and supplies. We focus on recycling used copy paper and properly recycle used ink cartridges and other printing materials.

#### Sustainability Categories:

1. GREEN SPACE ARTIFICIAL TURF
2. RECYCLING
3. PAPERLESS
4. ENERGY EFFICIENCY
5. TRANSPORTATION

#### SRJC Office Recycling Guide:

1. MIXED PAPER
2. BEVERAGE CONTAINERS
3. TONER AND INK CARTRIDGES
4. ELECTRONIC WASTE
5. BATTERIES

#### Areas for Improvement:

KAD identifies the following areas that we could improve sustainability, yet need some guidance and input as to how we can move in that direction:

1. RECYCLING
2. ENERGY EFFICIENT PROCEDURES
3. OUTREACH & EDUCATION

## 4.1a Course Student Learning Outcomes Assessment

### 4.1a Course Student Learning Outcomes Assessment:

#### 178 Assessable Courses

#### in KAD

**Classes that have not been offered yet are not included in these totals**

	# of courses	# Assessed	as of Fall 2014
KINES	20	19	
KAQUA	25	13	
KFIT	29	28	

<b>KCOMB</b>	11	11
<b>KINDV</b>	12	12
<b>KTEAM</b>	15	14
<b>ATHL</b>	32	31
<b>DANCE</b>	32	30
	<hr/>	<hr/>
	176	158

We have successfully completed assessments of all of our certificates and majors in KAD.

## 4.1b Program Student Learning Outcomes Assessment

### **4.1b Program Student Learning Outcomes Assessment:**

Our cluster supports student learning by teaching a variety of beginning level courses; encouraging more advanced students to enroll in more advanced levels of the class and in combo classes serve as examples and tutors for the beginning students.

SLO's have been completed. We are currently working on 100% completion of our SLO Assessments.

#### **Kinesiology Program Outcomes:**

1. Demonstrate the skills necessary to participate, perform, and progress in a variety of sport and/or exercise classes.
2. Identify and explain the rules, concepts and vocabulary used in the Kinesiology curriculum.
3. Apply the cognitive and movement experiences from the Kinesiology curriculum in order to participate in lifelong fitness.

#### **Athletics Program Outcomes:**

1. Identify and apply strategies and situations used in intercollegiate athletics to improve ability both individual and for a team.
2. Demonstrate the skills necessary to perform, progress, and compete in a varsity sport.
3. Apply the values of teamwork and leadership skills experienced in collegiate competition to the process of everyday life.

#### **Dance Program Outcomes:**

1. Majors will develop proficiency in modern, jazz, and ballet dance forms, enabling them to pursue higher level dance degrees.
2. Majors will have practical experience in the performance and production aspects of dance.
3. Certificate dancers will have the skills and techniques to secure employment at local dance studios.
4. Recreational dancers will develop an appreciation to the rigors involved with learning a dance form, both physically and emotionally.

## 4.1c Student Learning Outcomes Reporting

Type	Name	Student Assessment Implemented	Assessment Results Analyzed	Change Implemented
Course	Not Applicable	N/A	N/A	N/A

## 4.2a Key Courses or Services that address Institutional Outcomes

Course/Service	1a	1b	1c	2a	2b	2c	2d	3a	3b	4a	4b	5	6a	6b	6c	7
Not Applicable - done at dept level prpp																

## 4.2b Narrative (Optional)

### 4.2b Narrative

The dean of KAD fully supports the cluster's goal of providing programs and courses that challenge students mentally and physically. Students must apply and therefore practice foundational skills, time management, and critical thinking in most KAD courses. In a number of lecture courses offered by the department, oral presentations, projects, and reports are routinely a part of the learning process. Many of our classes involve fitness related calculations and critical thinking for the attainment of a sound and fit mind and body. KAD's courses and programs attract students of varied backgrounds with many different goals in mind. This setting creates a unique learning environment forcing students to interact and co-exist with many different types of people. This environment allows our students the opportunity to experience people of various age groups, cultural backgrounds, and fitness levels thus creating a rich learning setting.

The dean of KAD fully supports the department's philosophy that the lessons taught by the disciplines instructors are conducive to lifelong fitness and well-being and in many cases result in life changing experiences for those who participate.

The Kinesiology, Athletics, and Dance Department's SLOs are listed in the KAD Department PRPP, and the Assessments for those SLO's are in share point. Please see the department's PRPP, and/or share point for detailed information regarding SLOs and SLO Assessments.

## 5.0 Performance Measures

### 5.0 Performance Measures

The dean of KAD fully supports the department's effort to effectively measure the true performance levels of student learners who participate in our offerings. This is accomplished using a variety of data sources provided by the District. The dean also supports the training of

faculty and staff on the use of such data sources by supporting and creating KAD trainings and workshops on a regular basis.

## 5.1 Effective Class Schedule: Course Offerings, Times, Locations, and Delivery Modes (annual)

### 5.1 Effective Class Schedule

- The KAD Cluster offers a wide variety of courses in kinesiology, athletics and dance. The department routinely examines various times, days, and hours to offer courses that enhance our ability to maximize enrollments, meet student's needs, and align with the District's priorities. Further use of the EMS will give further data to have an effective class schedule.
- The discipline currently offers a wide range of offerings at both the Santa Rosa Campus and the Petaluma Campus.
- Currently the KAD Department teaches only one course using the online delivery system. This is a weakness that needs to be addressed in the 2014-15 academic year. The dean fully supports and has a distinct interest in increasing the number of courses offered online. The dean suggests offering courses such as KINES 53, Health and Wellness, and KINES 55, Introduction to Coaching Team Sports, along with our Introduction to Kinesiology course. These courses are ideal for the online delivery mode and would generate huge student participation. The KAD Department does have a full time instructor training to teach online classes and recently hired a new full time instructor in Petaluma with online teaching experience.
- The effectiveness of our class schedule could be improved if we had the ability to offer KAD classes in a technology mediated classroom that was dedicated to KAD classes.
- The number of completers of our certificates and majors has been low, however we anticipate that number to steadily go up due to a recent overhaul of our majors and certificates.

## 5.2a Enrollment Efficiency

### 5.2 Enrollment Efficiency

The courses offered by KAD are slightly below the efficiency targets of the District at this time. The changes in the repeatability restrictions of KAD classes has had a major effect in the efficiency numbers in the department. The department has worked very hard on curriculum to give students multiple options to enroll in classes needed to reach their educational and life goals. The KAD Dean feels greater efficiency will be met as the department understands the repeatability issues and adjusts the curriculum as needed.

We are mandated to have the same limits on enrollment for every like class, and because of this our efficiency has taken a hit. Enrollment efficiency and class maximums need to be addressed in athletic classes. KAD has 20 athletic programs, some very large and some very small. A possible solution to this would be to adjust the limits on enrollment by the average roster size of the individual sports, rather than having them standardized with all like sections.

<b>Data Element:</b>	<b>District Target</b>	<b>Fall 2012</b>	<b>Spring 2013</b>	<b>Fall2013</b>
Enrollment Efficiency	95%	90%	83.8%	85.5%

## 5.2b Average Class Size

### 5.2b Average Class Size:

During the 2012-13 academic year KAD had an average class size of approximately 28 students per class. The 28 students per average includes every class at every location the department offers.

<b>Data Element:</b>	<b>District Target</b>	<b>Fall 2012</b>	<b>Spring 2013</b>	<b>Fall2013</b>
Average Class Size	27	28.8	28.5	26.9

- Due to the new repeatability restrictions, class sizes have decreased slightly since last year.
- There are some limits in many classes due to facility limitations.
- In order to perform at the highest level, athletic teams are limited in the number of student athletes that can participate.

## 5.3 Instructional Productivity

### 5.3 Instructional Productivity:

The KAD Dean and Department Chair analyze enrollment reports, EMS data, and communicate with faculty to help ensure productive class offerings. We have increased instructional productivity despite recent repeatability changes.

<b>Data Element:</b>	<b>District Target</b>	<b>Fall 2012</b>	<b>Spring 2013</b>	<b>Fall2013</b>
Instructional Productivity	18.7	18.7	20.85	22.47

## 5.4 Curriculum Currency

### 5.4 Curriculum Currency:

All KAD course outlines have recently been edited and approved by our district curriculum committee. In addition to editing and updating every course outline, we have successfully completed a majority of our SLO assessments, as well as 100% completion of our major's and certificate's assessments.

## 5.5 Successful Program Completion

### 5.5 Successful Program Completion

- The majority of our classes are offered at least once a year. Classes that are not offered once a year are on a rotation plan to allow students the opportunity to achieve successful completion of KAD majors and certificates.
- Support for students in our programs is provided by faculty and staff that include:
  1. Individual advising
  2. Counseling
  3. Career guidance, mentorship, and placement
  4. Certificate and major advisory committees
- The discipline currently offers a Kinesiology major with the emphasis in teaching, coaching, personal training, athletic training, nutrition, and dance. Certificates are offered in fitness, nutrition, dance, and health. The number of completers has been low for our majors and certificates in the past, but recent assessments and revisions to our majors and certificates will improve the number of completers significantly.
- In addition to revising our majors and certificates, we are currently working on closing the gap between our online class offerings and the current demand for online classes. When our online offerings catch up with demand, we anticipate an increase in enrollment and major and certificate completers.

## 5.6 Student Success

### 5.6 Student Success

Average GPA for academic year 2012-2013

Fall	3.0
Spring	2.9
Summer	3.22

### Retention Rate for Academic Year 2012-2013

Fall	80%
Spring	81%
Summer	90.1%

### Completion Rates for Academic year 2012-2013

Fall	78.6%
Spring	79%
Summer	89.6%.

## 5.7 Student Access

### 5.7 Student Access

Students KAD served by Ethnicity for Academic Year 2013-14:

This data is for all courses at all locations by department:

KAD Department	Total	Percent
White	4114	50.90%
Asian	260	3.20%
Black	308	3.80%
Hispanic	2444	30.20%
Native American	44	.05%
Pacific Islander	26	.03%
Filipino	58	.07%
Other Non-White	504	6.30%
<u>Decline to State</u>	<u>318</u>	<u>3.90%</u>
Total	8,076	

1. Students from diverse backgrounds enroll in KAD classes at rates equal to or greater than the District as a whole.
2. The student population has changed slightly over the past 4 years. There is an increasing number of Hispanic students enrolled in the KAD Department as is the case with the institution.

3. Outreach is a vital part of the KAD Department. The department actively recruits students and participates and provides a number of community outreach projects. Athletic Programs are very active in recruiting students from underrepresented groups.

## 5.8 Curriculum Offered Within Reasonable Time Frame

### 5.8 Curriculum Offered Within Reasonable Time Frame

With few exceptions, the large majority of our courses are offered at least once every year and the for the most part, are offered every semester. The cluster attempts to schedule in such a way as to allow students to move through the sequence of courses in a very timely manner.

## 5.9a Curriculum Responsiveness

### 5.9a Curriculum Responsiveness

The dean fully supports the efforts of the cluster to continue to actively write, re-write, and to propose new curriculum in order to keep abreast of both student demand and industry and labor market forecasts and assumptions. The cluster depends on research and suggestions provided by the local workforce through advisory committees and other contacts with the public.

## 5.9b Alignment with High Schools (Tech-Prep ONLY)

Not Applicable

## 5.10 Alignment with Transfer Institutions (Transfer Majors ONLY)

### 5.10 Alignment with Transfer Institutions

With the approval of our Transfer Model Curriculum degree in Kinesiology, the KAD cluster is in line with a number of transfer institutions throughout California, and within the CSU system. The dean supports efforts by the faculty to continue the articulation process with additional public and private colleges in our region, and throughout the state and nation.

## 5.11a Labor Market Demand (Occupational Programs ONLY)

Not Applicable

## 5.11b Academic Standards

Not Applicable



## 6.1 Progress and Accomplishments Since Last Program/Unit Review

Rank	Location	SP	M	Goal	Objective	Time Frame	Progress to Date
0001	ALL	01	06	Evaluate and recommendations of transportation of Athletic Teams	Safe, affordable travel	2013-2014	Sent out RFA to address transportation costs and concerns
0002	ALL	06	04	Department informational trainings	Help faculty perform job duties and responsibilities more efficiently	2013-2014	Held trainings at department and coaches meetings
0003	ALL	06	06	Need for full time faculty/staff/head coaches.	Meet program needs and promote student success	2013-2014	Hired full time faculty in Petaluma. AAII high on AAC priority list.
0004	ALL	01	01	Inform students on new repeatability restrictions	Help students plan completion goals	2013-2014	Informed students through class informational discussions and E-mail
0005	ALL	07	07	Evaluate Athletic Team budgets	Compare with institutions in the Big 8 Conference	2013-2014	Recieved information from five Big 8 schools. In process of evaluating information

## 6.2a Program/Unit Conclusions

Location	Program/Unit Conclusions
ALL	The KAD Dean has observed many positive accomplishments by the KAD Department including but not limited to: 1. Outstanding progress in assessment and curriculum development 2. Approval of new TMC in KAD 3. NASPA and NISOD award winners from KAD 4. Hiring of full time faculty member 5. Continued success of athletic program including state champion

## 6.2b PRPP Editor Feedback - Optional

### 6.2b Supervising Administrator/Manager Planning Conclusions

The KAD Dean believes the department made important strides to support the mission of the college and contribute to the Strategic Plan of 2014. The vision is to continue to improve our leadership and contributions as a department in support of student success and academic excellence at SRJC. As a department we want to promote and confirm the outstanding reputation of KAD Department and of Santa Rosa Junior College.

The KAD Dean sees the budget and the possibility of a bond measure as vital to the continued success and progress of the KAD Department. I visualize 2014-2015 as a year where our department is very proactive in the master plan of the college. Many of the facilities and teaching stations are old and inadequate to provide a great learning environment for our students.

As Santa Rosa Junior College moves into the future, the KAD Dean will provide the necessary leadership to promote, and enhance the KAD department and it's programs.

### 6.3a Annual Unit Plan

Rank	Location	SP	M	Goal	Objective	Time Frame	Resources Required
0001	ALL	04	07	Develop plans for facility renovations	Provide students and staff with facilities that promote success	2014-2015	Bond Measure
0002	ALL	01	06	Continue Athletic transportation options	Provide best and affordable transportation for athletic teams	2014-2015	Enhance current budget
0003	ALL	01	02	Provide greater support for student athletes	Establish a student athlete orientation day prior to Fall semester	2014-2015	\$1,500
0004	ALL	06	07	Hire AAI to fulfill great need of office support	provide better services for students and staff	2014-2015	District
0005	ALL	02	06	Hire full time head coaches, SID	Provide greater support and teaching excellence for students	continuing	District