Non-Instructional Program Review – Annual Update Template

Service Area/Administrative Unit

Service Area/Administrative Unit Name: Athletics

Submitter: Bradley McReynolds

Academic Year: 2022-2023

Annual Update #1 ☒ #2 ☐

An Annual Update must be submitted each year that a Program Review is not submitted.

I. Progress on Service Area/Administrative Unit Outcomes (SAOs/AUOs)

A) List the Service Area Outcomes (SAOs) or Administrative Unit Outcomes (AUOs) for your unit:
(These should be carried forward from your full Program Review, or from your Annual Update #1 if revised since your full Program Review)
SAOs have not been created, so we were unable to carry them forward.

B) Summarize the progress your unit has made on SAO/AUO measures over the past year:
No outcomes data was available to summarize.

C) Describe any improvements made by your unit as a result of the outcomes assessment process:
1) What did you learn from your evaluation of these measures?
No outcomes data was available.

2) What improvements have you implemented as a result of your analysis of these measures?
No outcomes data was available.

3) What improvements do you plan to implement as a result of your analysis of these measures? *(List any resources required for planned implementation in Section III "Resource Requests")*
We plan to create meaningful, manageable, and measurable Service Area Outcomes moving forward.

II. Progress towards Achieving Goals

For Existing Goals, copy and paste each goal from your Program Review, or from your Annual Update #1 if revised since your full Program Review.

Existing Goal 1

Add more staffing. In order to better serve our athletes I recommend the athletic trainer / assistant position be split. Both positions are vital to the success of the athletic program. However, having one individual do this job is setting them up for failure. Moreover, with the addition of COVID-19 duties it has caused that position to be overworked. This means that the person is spread too thin and will cause

shortcomings in one and/or all areas of work. In this case I saw paperwork not being done, because athletic training took precedent over it to be able to keep our athletes healthy.

The above is a staffing resource request and needs to be revised to reflect an overarching goal.

Progress
A full time Athletic Trainer was hired in 2022.

Resource Requested?
Yes

Existing Goal 2
Assistant/Athletic Attendant/NIL Coordinator/Website support should be a new position. This person will be responsible with handling all paperwork and equipment repairs. Currenty this falls on the athletic trainer. Again, because of the duty of the position to serve and protect the health of the student-athlete this does not allow for the individual to provide the necessary attention to get the job done.

The above is a staffing resource request and needs to be revised to reflect an overarching goal or collapsed into Goal 1.

Progress
We are developing a Job description for an Athletic Specialist which will help in all these areas.

The CCCAA has hired SPRY to assist and manage the NIL program. We are getting our student athletes onboarded

Resource Requested?
Yes

Existing Goal 3
Push for Dorms. In order to best support our students we need to provide them with a safe environment to live. Ideallly getting dorms on campus would help with that issue. Moreover, it would help bring more students on campus to create the college life that is missing from Barstow.

The above is a facilities resource request and needs to be revised to reflect and overarching goal or collapsed into an existing goal.

Progress
No movement that I have heard about

Resource Requested?
No

Existing Goal 4
Click or tap here to enter text.

Progress
Click or tap here to enter text.

Resource Requested?
Choose an item.

<u>Existing Goal 5</u>

Click or tap here to enter text.

Progress

Click or tap here to enter text.

Resource Requested?

Choose an item.

For New Goals, complete the below information.

<u>New Goal #1</u>

Click or tap here to enter text.

Objective 1

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Objective 2

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Objective 3

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Alignment to BCC Strategic Priority (Select at least one but also choose all that apply – click Choose an item for the drop-down list to appear)

Choose an item.

Choose an item.

Choose an item.

Choose an item.

New Goal #2

Goal #1 : Restructure the Athletics Program to revitalize the learning environment, increase enrollment, meet all obligations and policies governed by the CCCAA, and more effectively address the needs of student athletes, faculty, staff, and the Barstow community.

Objective 1

Revise job descriptions for the Athletics Director and staff positions (Athletics Specialist, Game Management, and Drivers) to create a more effective Athletics Program.

Actions, Tasks

Move these revised job descriptions through the proper channels—Human Resources, CSEA, BCFA, Board of Trustees

Outcomes, Measures, Assessment

New job descriptions will be in place to begin hiring process

Objective 2

Research and develop a process for hiring and compensating full time head coaches in order to recruit and retain quality coaches.

Actions, Tasks

Reach out to athletic directors and Human Resources professionals in our region for examples and consult with BCFA.

Outcomes, Measures, Assessment

A clear hiring process will be outlined in writing. A revised compensation model will be brought forward to the next BCFA negotiations period for consideration.

Objective 3

Strengthen collaborative efforts between Athletics and Kinesiology programs to foster a positive learning environment for students and a positive work environment for faculty and staff.

Actions, Tasks

Increase communication across Athletics, Kinesiology, and the College

Outcomes, Measures, Assessment
Click or tap here to enter text.

Alignment to BCC Strategic Priority (Select at least one but also choose all that apply – click Choose an item for the drop-down list to appear)
Strategic Priority 1: Innovate to Achieve Equitable Student Success

Strategic Priority 2: Ignite a Culture of Learning and Innovation

Strategic Priority 3: Build Community

Strategic Priority 4: Achieve Sustainable Excellence in all Operations

New Goal #3

Goal #2: Create a sense of community and improve the learning environment for Baseball and Softball teams.

Non-Instructional Program Review – Annual Update Template

Objective 1

Create a Clubhouse space for Softball and Baseball team meetings, instruction, mentoring, and connection to take place.

Actions, Tasks

Research softball and baseball learning environments at other colleges in our region

Outcomes, Measures, Assessment

Collect examples for review by program faculty and staff. Bring to Cabinet for further review and discussion.

Objective 2

Lazer level both fields to provide a better/safer playing surface.

Actions, Tasks

Work with Maintenance and Operations staff to assess the playing fields for safety concerns.

Outcomes, Measures, Assessment

Review results of assessment to determine next steps.

Objective 3

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Alignment to BCC Strategic Priority (Select at least one but also choose all that apply – click Choose an item for the drop-down list to appear)

Strategic Priority 1: Innovate to Achieve Equitable Student Success

Strategic Priority 3: Build Community

Strategic Priority 4: Achieve Sustainable Excellence in all Operations

Choose an item.

New Goal #4

Goal #3: Expand the number of sports teams from 4 to 5 in the next three years

Objective 1

Survey the community to assess interest in sports other than basketball, baseball, and softball

Actions, Tasks

Work with Athletics and Kinesiology faculty and staff along with Director of Research to develop and administer survey to the Barstow community.

Outcomes, Measures, Assessment

Review results for next steps, determine interest

Objective 2

Follow CCCAA process and policies for bringing on a new sport

Actions, Tasks

Athletic Director will consult with CCCAA

Outcomes, Measures, Assessment

Follow next steps based on consultation with CCCAA

Objective 3

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Alignment to BCC Strategic Priority (Select at least one but also choose all that apply – click Choose an item for the drop-down list to appear)

Strategic Priority 1: Innovate to Achieve Equitable Student Success

Strategic Priority 2: Ignite a Culture of Learning and Innovation

Strategic Priority 3: Build Community

Choose an item.

New Goal #5

Click or tap here to enter text.

Objective 1

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Objective 2

Click or tap here to enter text.

Actions, Tasks

Click or tap here to enter text.

Outcomes, Measures, Assessment

Click or tap here to enter text.

Objective 3

Click or tap here to enter text.

Actions, Tasks
Click or tap here to enter text.

Outcomes, Measures, Assessment
Click or tap here to enter text.

Alignment to BCC Strategic Priority (Select at least one but also choose all that apply – click Choose an item for the drop-down list to appear)
Choose an item.

Choose an item.

Choose an item.

Choose an item.

III.   Resource Requests: What does the area need to meet its goals and objectives?

List all significant resources needed to achieve the objectives shown in your action plan, including personnel, training, technology, information, equipment, supplies, and space. Every request for additional resources must support at least one objective.

Also list any resources required to implement planned improvements.

IMPORTANT: A BUDGET ALLOCATION PROPOSAL must be completed and submitted for **EACH** new resource requested.

Goal #	Objective #	Resource Required	Estimated Cost	BAP Required? Yes or No	In No, indicate funding source
1	1	Hire FT, 12 mo. Associate Dean of Athletics	Click or tap here to enter text.	yes	Click or tap here to enter text.
1	1	Hire FT, 12 mo. Athletics Specialist (CSEA)	Click or tap here to enter text.	yes	Click or tap here to enter text.
1	1	Hire Game Management/Driver PT positions (CSEA)	Click or tap here to enter text.	yes	Click or tap here to enter text.
2	1	Clubhouse for Softball and Baseball teams	Click or tap here to enter text.	yes	Click or tap here to enter text.

Click or tap here to enter text.	Click or tap here to enter text.	Click or tap here to enter text.		Click or tap here to enter text.	Click or tap here to enter text.

BUDGET ALLOCATION PROPOSAL

Date: 11/28/22		Originator:	Bradley McReynolds
Program or Department Name:		Athletics Program	
Dean/Vice President/Supervisor:		Dr. Jennifer Rodden	

What are you requesting? *(Brief)* — FT, 12 mo. Associate Dean of Athletics

Amount Requested: _____   ☐ One-time Funding   ☒ Ongoing Funding

Funding Source (if known) : General Fund

REQUEST TYPE:

☒ Personnel/Staffing	☐ Technology Resource	☐ Facilities Resource	☐ OTHER
Complete Personnel/Staffing section below	*Complete Technology section below*	*Complete Facilities section below*	

PERSONNEL/STAFFING REQUEST

Is the position request for: ☐ Faculty   ☐ Classified   ☒ Management/Confidential

Is the position requested: ☐ A new classification   (Attach *proposed* job description, or *detailed* list of proposed duties)

☒ An existing classification   *Official Job Title:*   Associate Dean of Athletics

Is the position requested: ☒ Full Time   ☐ Part Time: 12   Months/Year   40   Hours/Week

TECHNOLOGY RESOURCE REQUEST

Indicate the category of the request:

☐ Hardware   ☐ Software   ☐ Printer/Copier   ☐ Network   ☐ Audio-Visual   ☐ License/Maintenance

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is training required? ☐ No   ☐ Yes   Explain: _____

How will it be secured?   ☐ Alarm   ☐ Secure Room   ☐ Secure Cabinet   ☐ Cable/Lock   ☐ Password

Have you completed and attached the Technology Assessment Form?

FACILITIES RESOURCE REQUEST

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is maintenance required?   ☐ No   ☐ Yes   Explain: _____

1. Why is the request being made?

    The Athletics Program is being restructured to more effectively meet the needs of student athletes, faculty, staff, and the Barstow community.

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

    Annual Update, New Goals section, New Goal #1 : Restructure the Athletics Program to revitalize the learning environment, increase enrollment, meet all obligations and policies governed by the CCCAA, and more effectively address the needs of student athletes, faculty, staff, and the Barstow community.
    Objective #1: Revise job descriptions for the Athletics Director and staff positions (Athletics Specialist, Game Management, and Drivers) to create a more effective Athletics Program.

    b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

    No previous Service Area Outcomes were created.

    c) How was this included in the Area Goals section of your Program Review? Please cite section/item number and include the text.

    New Goal #1 : Restructure the Athletics Program to revitalize the learning environment, increase enrollment, meet all obligations and policies governed by the CCCAA, and more effectively address the needs of student athletes, faculty, staff, and the Barstow community.
    Objective #1: Revise job descriptions for the Athletics Director and staff positions (Athletics Specialist, Game Management, and Drivers) to create a more effective Athletics Program.

3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?
    Example: Technology Assessment Form
    (This question is not required for Personnel/Staffing requests.)

    N/A

4. a) How will this resource improve student success or institutional services?

    Hiring a 12-month, Associate Dean of Athletics will provide the stability, guidance, and leadership necessary to revitalize the Athletics program, to better support student athletes and expand recruiting efforts, to adhere to CCCAA policies and regulations, to increase enrollment, to improve morale within the Athletics program, and to foster community engagement.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

> We will gather and analyze enrollment data, game attendance, Athletics Program Review in the CCCAA, and check-ins with program faculty, staff, and student athletes.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

Please be specific and provide detail, ensuring a clear correlation between content of referenced document and the request. Cite the section and page numbers where the correlation can be found.

(Follow the links to access each document)

1. Mission Statement

> "To accomplish this, the college offers traditional and distance education courses, programs, and pathways designed to enhance student success, leadership development".......
> A well-run athletics program provides leadership opportunities and growth as individuals learn to function as a team and represent the college they play for. Their success is enhanced with the type of academic and personal supports they are given because of the regulations they face to be eligible to play.

2. Strategic Priorities / Strategic Goals

> Closely aligns with Priority 1 and the tenets of the Guided Pathways movement. Athletes are recruited and/or seek out our services. The Athletic program spends a great deal of time securing students to attend BCC and clarifying their path. Once here, after they have assistance in entering the path we make sure that the student athlete stays on the path and then a great deal of work is done to ensure they are learning (eligibility checks) and then work is done to move the student athlete to completion and transfer. This takes a great deal of effort by the athletic director, the coaches, the athletic counselor and all athletic personnel.

3. Educational Master Plan

> The Educational Master plan encompasses the college Strategic Plan. The tenets of the strategic plan are utilized in working with student athletes from recruitment, entry to completion.

4. Others: Such as Technology Plan , Facilities Master Plan, HR Staffing Plan, Professional Development Plan

>

ADMINISTRATIVE USE

Administrator: Dr. Jennifer Rodden

Title: Interim Vice President of Academic Affairs

Comments/Recommendations:

Our Athletics Program is in a state of rebuilding as a result of various setbacks; therefore, it is vital that staffing needs are addressed. An Athletics program must adhere to numerous outside rules, regulations, and policies that govern the CCCAA and as such, adequate staffing is needed to effectively and successfully restructure the program. This position is central to that goal.

Signature: Dr. Jennifer Rodden

Date: 112722

Administrator: _____

Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION
*(This section **MUST** be completed)*

Budget Program Number: _____   ☐ Restricted   ☐ Unrestricted

Comments regarding Budget Information: _____

Signature: _____

Date: _____

BUDGET ALLOCATION PROPOSAL

Date:	11/28/22	Originator:	Bradley McReynolds
Program or Department Name:		Athletics Program	
Dean/Vice President/Supervisor:		Dr. Jennifer Rodden	

What are you requesting? *(Brief)*	FT, 12 mo. Athletics Specialist (CSEA)
Amount Requested: _____	☐ One-time Funding ☒ Ongoing Funding
Funding Source (if known) :	General Fund

REQUEST TYPE:

☒ Personnel/Staffing	☐ Technology Resource	☐ Facilities Resource	☐ OTHER
*Complete **Personnel/Staffing** section below*	*Complete **Technology** section below*	*Complete **Facilities** section below*	

PERSONNEL/STAFFING REQUEST

Is the position request for:	☐ Faculty	☐ Classified	☒ Management/Confidential

Is the position requested: ☒ A new classification (Attach *proposed* job description, or *detailed* list of proposed duties)

☐ An existing classification   *Official Job Title:*   Athletics Specialist

Is the position requested: ☒ Full Time ☐ Part Time: 12   Months/Year   40   Hours/Week

TECHNOLOGY RESOURCE REQUEST

Indicate the category of the request:

☐ Hardware   ☐ Software   ☐ Printer/Copier   ☐ Network   ☐ Audio-Visual   ☐ License/Maintenance

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is training required? ☐ No   ☐ Yes   Explain: _____

How will it be secured?   ☐ Alarm   ☐ Secure Room   ☐ Secure Cabinet   ☐ Cable/Lock   ☐ Password

Have you completed and attached the Technology Assessment Form?

FACILITIES RESOURCE REQUEST

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is maintenance required?   ☐ No   ☐ Yes   Explain: _____

1. Why is the request being made?

   > The Athletics Program is being restructured to more effectively meet the needs of student athletes, faculty, staff, and the Barstow community.

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

   > Annual Update, New Goals section, New Goal #1 : Restructure the Athletics Program to revitalize the learning environment, increase enrollment, meet all obligations and policies governed by the CCCAA, and more effectively address the needs of student athletes, faculty, staff, and the Barstow community.
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   b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

   > No previous Service Area Outcomes were created.

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3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?
   Example: Technology Assessment Form
   (This question is not required for Personnel/Staffing requests.)

   > N/A

4. a) How will this resource improve student success or institutional services?

   > Hiring a 12-month, Athletics Specialist will provide support and assistance to the Athletic Director and the program at large. What is needed is a 100% specialist in athletics to monitor equipment, and inventory, uniforms, the locker room, athletic purchasing, schedule management, game management, transportation needs, etc. Most colleges have an assistant

> athletic director as well as equipment and specialist positions. This requested position will fill in some of the identified gaps necessary to support our program.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

> We will gather and analyze enrollment data, game attendance, Athletics Program Review in the CCCAA, and check-ins with program faculty, staff, and student athletes.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

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(Follow the links to access each document)

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4. Others: Such as Technology Plan , Facilities Master Plan, HR Staffing Plan, Professional Development Plan

ADMINISTRATIVE USE

Administrator: _Dr. Jennifer Rodden_   Title: _Interim Vice President of Academic Affairs_

Comments/Recommendations:

Our Athletics Program is in a state of rebuilding as a result of various setbacks; therefore, it is vital that staffing needs are addressed. An Athletics program must adhere to numerous outside rules, regulations, and policies that govern the CCCAA and as such, adequate staffing is needed to effectively and successfully restructure the program. This position is important to achieving that goal.

Signature: _Dr. Jennifer Rodden_   Date: _112722_

Administrator: _____   Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION
(This section MUST be completed)

Budget Program Number: _____   ☐ Restricted   ☐ Unrestricted

Comments regarding Budget Information: _____

Signature: _____   Date: _____

BUDGET ALLOCATION PROPOSAL

Date: 11/28/22	**Originator:** Bradley McReynolds
Program or Department Name: Athletics Program
Dean/Vice President/Supervisor: Dr. Jennifer Rodden

What are you requesting? *(Brief)* PT, Game Management/Driver (CSEA)
Amount Requested: ☐ One-time Funding ☒ Ongoing Funding
Funding Source (if known) **:** General Fund

REQUEST TYPE:

☒ Personnel/Staffing	☐ Technology Resource	☐ Facilities Resource	☐ OTHER
Complete Personnel/Staffing section below	*Complete Technology section below*	*Complete Facilities section below*	

PERSONNEL/STAFFING REQUEST

Is the position request for: ☐ Faculty   ☐ Classified   ☒ Management/Confidential

Is the position requested: ☐ A new classification (Attach *proposed* job description, or *detailed* list of proposed duties)

☒ An existing classification   *Official Job Title:*   Athletics Specialist

Is the position requested: ☐ Full Time   ☒ Part Time: 10   Months/Year   30   Hours/Week

TECHNOLOGY RESOURCE REQUEST

Indicate the category of the request:

☐ Hardware   ☐ Software   ☐ Printer/Copier   ☐ Network   ☐ Audio-Visual   ☐ License/Maintenance

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is training required? ☐ No   ☐ Yes   Explain:

How will it be secured?   ☐ Alarm   ☐ Secure Room   ☐ Secure Cabinet   ☐ Cable/Lock   ☐ Password

Have you completed and attached the Technology Assessment Form?

FACILITIES RESOURCE REQUEST

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is maintenance required?   ☐ No   ☐ Yes   Explain:

1. Why is the request being made?

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3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?
   Example: Technology Assessment Form
   (This question is not required for Personnel/Staffing requests.)

> N/A

4. a) How will this resource improve student success or institutional services?

> Hiring PT, Game Management/Drivers will provide support and assistance to the Athletics Program. What is needed are PT 50% Game Management/Drivers to support student athletes, the Athletic Director and program staff in the management of games and the transportation needs associated with away games. This requested position will fill in some of the identified gaps necessary to support our program.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

> We will gather and analyze enrollment data, game attendance, Athletics Program Review in the CCCAA, and check-ins with program faculty, staff, and student athletes.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

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(Follow the links to access each document)

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2. Strategic Priorities / Strategic Goals

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ADMINISTRATIVE USE

Administrator: Dr. Jennifer Rodden

Title: Interim Vice President of Academic Affairs

Comments/Recommendations:

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Signature: Dr. Jennifer Rodden   Date: 112722

Administrator: _____   Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION
*(This section **MUST** be completed)*

Budget Program Number: _____   ☐ Restricted   ☐ Unrestricted

Comments regarding Budget Information: _____

Signature: _____   Date: _____

BUDGET ALLOCATION PROPOSAL

Date: _11/27/22_	Originator: Bradley McReynolds
Program or Department Name:	Athletics Program
Dean/Vice President/Supervisor:	Dr. Jennifer Rodden

What are you requesting? *(Brief)*	Clubhouse Facility
Amount Requested: _____	☒ One-time Funding ☐ Ongoing Funding
Funding Source (if known) :	

REQUEST TYPE:

☐ Personnel/Staffing	☐ Technology Resource	☒ Facilities Resource	☐ OTHER
Complete *Personnel/Staffing* section below	Complete *Technology* section below	Complete *Facilities* section below	

PERSONNEL/STAFFING REQUEST

Is the position request for:	☐ Faculty ☐ Classified ☐ Management/Confidential
Is the position requested:	☐ A new classification (Attach *proposed* job description, or *detailed* list of proposed duties)
	☐ An existing classification *Official Job Title:* _____
Is the position requested:	☐ Full Time ☐ Part Time: _10_ Months/Year _30_ Hours/Week

TECHNOLOGY RESOURCE REQUEST

Indicate the category of the request:

☐ Hardware   ☐ Software   ☐ Printer/Copier   ☐ Network   ☐ Audio-Visual   ☐ License/Maintenance

Indicate the intended users: ☐ Students   ☐ Faculty   ☐ Staff   ☐ Other

Is training required? ☐ No   ☐ Yes   Explain: _____

How will it be secured?   ☐ Alarm   ☐ Secure Room   ☐ Secure Cabinet   ☐ Cable/Lock   ☐ Password

Have you completed and attached the Technology Assessment Form?

FACILITIES RESOURCE REQUEST

Indicate the intended users:	☒ Students ☒ Faculty ☒ Staff ☐ Other
Is maintenance required? ☐ No	☒ Yes Explain: Janitorial support and building maintenance

1. Why is the request being made?

> A space near the field for team meetings, instruction, and fostering belonging and connection between Baseball and Softball coaches and players is lacking.

2. a) Where in the Program Review/Annual Update is the request supported? Include the text from the Program Review AND cite the applicable section number(s).

> Annual Update, New Goals section, New Goal #2 : Create a sense of community and improve the learning environment for Baseball and Softball teams.
> Objective #1: Create a Clubhouse space for Softball and Baseball team meetings, instruction, and connection to take place.

b) Explain how the request is supported with information gathered from the assessment of outcomes (Student Learning Outcomes, Program Level Outcomes, Service Area Outcomes, or Administrative Unit Outcomes).

> No previous Service Area Outcomes were created.

c) How was this included in the Area Goals section of your Program Review? Please cite section/item number and include the text.

> Annual Update, New Goals section, New Goal #2 : Create a sense of community and improve the learning environment for Baseball and Softball teams.
> Objective #1: Create a Clubhouse space for Softball and Baseball team meetings, instruction, and connection to take place.

3. If this item is approved, what departments or resources are needed, or would be affected, when implementing or developing it, on both a short-term and a long-term basis? Have they been notified?
Example: Technology Assessment Form
(This question is not required for Personnel/Staffing requests.)

> N/A

4. a) How will this resource improve student success or institutional services?

> A Clubhouse for Softball and Baseball teams will provide a professional space for coaches and student athletes to foster community building, learning, mentoring, and leadership development.

b) What data will you gather and analyze to demonstrate that your proposal is meeting this goal(s)?

> We will gather and analyze enrollment data, game attendance, Athletics Program Review in the CCCAA, and check-ins with program faculty, staff, and student athletes.

5) Describe how your request is aligned with as many of the college's strategic planning documents as applicable. (If the request does not align with a document, indicate N/A.)

Please be specific and provide detail, ensuring a clear correlation between content of referenced document and the request. Cite the section and page numbers where the correlation can be found.

(Follow the links to access each document)

1. Mission Statement

> "To accomplish this, the college offers traditional and distance education courses, programs, and pathways designed to enhance student success, leadership development".......
> A well-run athletics program provides leadership opportunities and growth as individuals learn to function as a team and represent the college they play for. Their success is enhanced with educational facilities conducive to team building and mentoring.

2. Strategic Priorities / Strategic Goals

> Closely aligns with Priority 3: Building Community and Priority 4: Achieve Sustainable Excellence in all Operations. A Clubhouse will help to foster community across the Athletics Program while providing a modern facility for student athletes, coaches, and program staff. In addition, it will improve the community-facing campus at large.

3. Educational Master Plan

> The Educational Master plan encompasses the college Strategic Plan. The tenets of the strategic plan are utilized in working with student athletes from recruitment, entry to completion.

4. Others: Such as Technology Plan , Facilities Master Plan, HR Staffing Plan, Professional Development Plan

ADMINISTRATIVE USE

Administrator: ___Dr. Jennifer Rodden___

Title: ___Interim Vice President of Academic Affairs___

Comments/Recommendations:

Our Athletics Program is in a state of rebuilding as a result of various setbacks. Modern facilities that help to foster community, team building, learning, and a space for mentoring are vital to the positive transformation of this program.

Signature: ___Dr. Jennifer Rodden___   Date: ___112722___

Administrator: _____   Title: _____

Comments/Recommendations:

Unit Priority Ranking: _____ of _____

BUDGET INFORMATION
*(This section **MUST** be completed)*

Budget Program Number: _____   ☐ Restricted   ☐ Unrestricted

Comments regarding Budget Information: _____

Signature: _____   Date: _____