



# Welcome to Program Review

Berkeley City College - 2019

ENGL - Instruction

Annual Program Update

## Program Overview

**Please verify the mission statement for your program. If your program has not created a mission statement, provide details on how your program supports and contributes to the College mission.**

### Program Total Faculty and/or Staff

#### Full Time

Jenny Lowood  
Adan Olmedo  
Scott Hoshida  
Tomas Moniz  
Cleavon Smith  
Sonya Wozniak

#### Part Time

Steve Budd  
Sharon Coleman  
Grace Ebron  
Heather Fullerton  
Hollie Hardy  
Daniel Horan  
Meredith Isaksen  
Linda King  
Katherine Koelle  
Michelle Koerner

Alvin Lebo-Planas  
Julianne Leigh  
Aaron Lockett  
Anna Mantzaris  
Sabrina Nelson  
Jessie Nguyen-Bilse  
Louisa Roberts  
Laura Money Smyrl  
Terry Tricomi  
Charis Woodward  
Georgie Ziff  
Amy Zink  
Laura Zink

**The Program Goals below are from your most recent Program Review or APU. If none are listed, please add your most recent program goals. Then, indicate the status of this goal, and which College and District goal your program goal aligns to. If your goal has been completed, please answer the follow up question regarding how you measured the achievement of this goal.**

Status	If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?
Completed	
College Goal	
Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.	
District Goal	
Advance Student Access, Equity, and Success	

Status

In-Progress

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Raise College Competence: Raise student skills and competencies, and expand their learning experiences, so that they can successfully complete their college program.

District Goal

Advance Student Access, Equity, and Success

Status

Completed

If Completed, What evidence supports completion of this goal? How did you measure the achievement of this goal?

College Goal

Increase Transfer and Transfer Degrees: Ensure that all of BCC's programs of study and transfer pathways for degrees prepare students, in a timely manner, for multiple transfer options.

District Goal

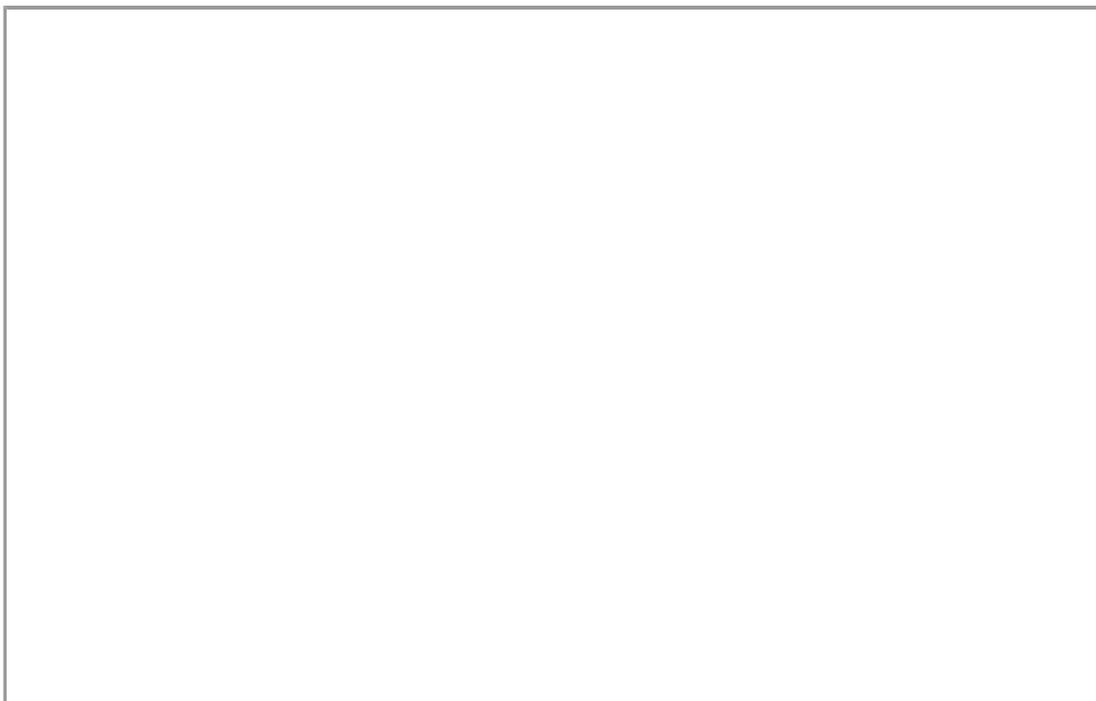
Build Programs of Distinction

## Describe your current utilization of facilities, including labs and other space

### Program Update

#### Semester End Enrollment/Usage Pattern

Review your Semester End Enrollment by setting the filter to your college and subject



**Using the dashboard, review and reflect upon the data for your program. Describe any significant changes and discuss what the changes mean to your program. Consider whether performance gaps exist for disproportionality impacted students. Focus upon the most recent year and/or the years since your last comprehensive program review. Cite data points from the dashboard to support your answer.**

**Describe the department's progress on Student Learning Outcomes (SLOs) and/or Administrative Unit**

**Outcomes (AUOs) since the last Program Review/APU. If your discipline offers a degree or certificate, please describe the department progress on Program Learning Outcomes (PLOs).**

**Describe the outcomes and accomplishments from previous year's funded resource allocation request.**

Brief description of funded request	Source (any additional award outside your base allocation)	Total Award Amount	Outcome/Accomplishment
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**In the boxes below, please add improvement actions and resource requests that are directly related to the questions answered in this section. If there are no improvement actions or resource requested in this area, leave blank.**

Improvement  
Actions

Improvement Action

**Improvement Action**

Action Item	Description	To be completed By	Responsible Person
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**Resource Request**

Personnel	Classified Staff		
% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs

Total Costs

### Improvement Action

Action Item	Description	To be completed By	Responsible Person
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### Resource Request

Personnel	Full-time Faculty		
% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs
Total Costs			

### Improvement Action

Action Item	Description	To be completed By	Responsible Person
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### Resource Request

Technology and Equipment	Replacement		
Description/Justification		Estimated Cost	

### Improvement Action

Action Item	Description	To be completed By	Responsible Person
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### Resource Request

Facilities	Classrooms
Description/Justification	Estimated Cost

### Improvement Action

Action Item	Description	To be completed By	Responsible Person
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### Resource Request

Facilities	Classrooms
Description/Justification	Estimated Cost

## Resource Request Summary

Total Cost: \$171000  
 Total Resource Request: 5

Program Update

Personnel

Type	% Time	Description/Justification	Estimated Annual Salary Costs	Estimated Annual Benefits Costs	Total Costs
Classified Staff	2.0	Additional full-time or part-time instructional assistants are needed to provide stability in classroom	80000	20000	100000

support for English 1A PLUS and English 208 (the writing workshop), both crucial to implementing AB 705 and promoting student success throughout the campus.

Full-time Faculty	1.0	see APU description	50000	15000	65000
Sub-Total: \$165000					

Professional Development  
No Resources found for this category

Technology and Equipment

Type	Description/Justification	Estimated Cost
Replacement	Half of the computers for part-time instructors in English 560 have been upgraded; the other half need upgrading desperately.	6000
Sub-Total: \$6000		

Supplies  
No Resources found for this category

Facilities

Type	Description/Justification	Estimated Cost
Classrooms	unknown cost	
Classrooms	removal of large boxes from 313 and additional dedicated lab space	
Sub-Total: \$0		

Library  
No Resources found for this category

Other  
No Resources found for this category

## Sign and Submit

**Please provide the list of members who participated in completing this program review.**

Jenny Lowood, Adan Olmedo

**Please enter the name of the person submitting this program review.**