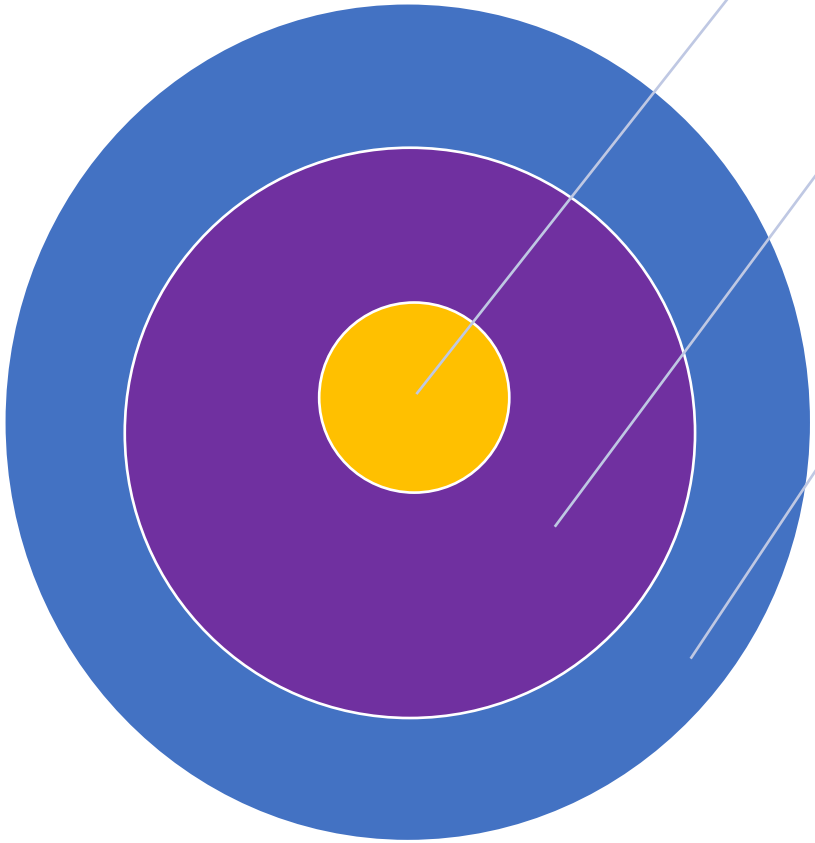
Skyline College

2026

Comprehensive Program Review: Articulating Goals

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Institutional Effectiveness Committee



GOALS AND ANNUAL RESOURCE REQUESTS (ARR – NOV. 15)

PROGRAM REVIEW UPDATE (PRU - 2 YRS.)

COMPREHENSIVE PROGRAM REVIEW (CPR - 7 YRS.)

A L U R

Administrative Leadership Unit Review

Action Plan:

Develop a multi-year plan to improve program effectiveness and promote student learning and achievement.

- ❑ 1-5 Goals (what)
- ❑ Implementation steps and timeline (how)
- ❑ How each goal will be measured





WHAT ARE WORDS YOU ASSOCIATE WITH GOALS?

S.M.A.R.T. GOAL PLANNING



Example of PR Goals, Implementation Steps, & Measures

S.M.A.R.T. Planning	ECONOMICS
Goal	**Increase female student enrollment in economics courses to 45 percent by 2029–30**
Time Frame	Initiated in 2026-2026/ Aiming to achieve goal by 2029-2030
Measure(s)	From 40.7% to 45%
Implementation Steps	• Collaborate with the Women's Mentoring and Leadership Academy (WMLA) to increase awareness of career pathways in economics and highlight the discipline's relevance to leadership and social impact (2026-2027) • Through course materials, continue connecting economics to real-world issues such as gender equity, sustainability, and social policy, while also emphasizing the contributions of women economists • Periodically share departmental progress and success stories with students to build momentum and demonstrate a sustained commitment to promoting gender equity in economics

Example of PR Goals, Implementation Steps, & Measures

S.M.A.R.T. Planning	EOPS/ CARE
Goal	**Strengthen Shared Students Collaborations, Grow Program, and Increase Program Visibility**
Time Frame	Initiated in 2025-2026/ Measured annually *(suggest revising to a percentage within a limited time frame)*
Measure(s)	Increase number of unduplicated EOPS/CARE students served by 5% each year *(suggest referencing the baseline)*
Implementation Steps	• Increase visibility of student programs on campus and in community • Develop stronger partnerships with on-campus faculty , staff, programs, and departments (e.g., streamline collaborative processes with programs such as PSP and TRiO to strengthen a seamless experience for shared students) • Maintain high-quality, wrap-around, and over-and-above support services

PR Goals and Related Information

CPR TERM	DEFINITION
Goal	A statement of intended outcomes or results
Time Frame	The time frame in which the goal will be met
Measure(s)	Specific targeted objectives which capture the impact on student learning, student achievement, and/or program effectiveness, and which can be integrated or separate from the goal statement References a baseline
Implementation Steps	A plan of action over the next couple of years to achieve a goal, ideally including a timeline

Activity: Review Goals to Gauge if They Are Goals

- ❑ **Goals are articulated as intended results** (i.e. the *purpose* of an action or resource request).
- ❑ **Goals are time-bound**.
- ❑ There is a **measure of success** that captures the impact on students, student learning, and/or program effectiveness.
  - A **baseline** is identified so as to measure impact of actions.
- ❑ A **multi-year plan** to achieve the goal includes **actions and timelines.**



Upcoming CPR Consultation on Goals

1) Are the goals “SMART”: specific, measurable, attainable, relevant, and time bound? If not, how can the goal be refined?

2) What informed the new goals and/or impacted the current goals (e.g., data results, external factors like decreasing or increasing enrollment, college-wide goals and/or initiatives such as ZTC, etc.)?

3) Are there other goals you recommend, and if so, why?

What if you need resources to pursue a goal?

- ❑ Submit your resource request by **November 13** within the Platform.
- ❑ Explain how the resource is critical to achieving the goal.
- ❑ Loop in your dean.



Resource Request Example: Art

PROGRAM GOAL: Increase equity and reduce barriers by focusing on ZTC, OER, and providing reusable supplies in studio art classes.

RESOURCE REQUEST: Photography Lab Supplies for $1893: (6) 80mm f/4 Enlarger lenses, (8) Beseler 6x6cm glassless negative carrier for 45 series, (5) Canon Lens cap, (5) Canon UV filter

FUNDS TYPE: One Time

RATIONALE: Camera lenses and negative carriers are instructional supplies that are required for photography courses to meet SLOs and learning objectives. They can be checked out and used for multiple semesters.