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ENROLLMENT TRENDS

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STUDENTS & STUDENT SUCCESS

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Program Review - 2015-2016

Athletics**Module: Department Purpose****Question:** Describe the purpose of the Discipline/Program/Service.

Answer: The West Los Angeles College Athletic Department is a member of the Western State Conference (WSC), the Southern California Football Association (SCFA), and the California Community College Athletic Association (CCCAA). We are governed by and adhere to the conference constitution bylaws and sports supplements, as well as the CCCAA Constitution. Our mission is to enhance the educational experience of all of our student-athletes and provide equal opportunities for all students to compete on the intercollegiate athletic teams. We recognize and value the concept of diversity within our department and are totally committed to being in compliance with Federal Title IX mandates and gender equity. The Athletic Department is committed to providing the necessary support to assist all student-athletes in reaching their full potential academically, personally, and athletically. The Athletic Department's charge is for our student athletes to complete a certificate program as stated in our college catalog or earn an Associate Degree, and successfully transfer to a four year institution. Athletics at West is an extra-curricular activity that is part of the Student Services Division, and an integral component of on-campus student life. We strive to make each student's athletic experience positive and a meaningful part of their overall collegiate experience.

Question: Describe how the stated purpose aligns with the college mission statement.

Answer: The Athletic Department at West Los Angeles College is a microcosm of the college. It has been our priority to hire competent qualified faculty and coaches who have demonstrated successful performance with a diverse collegiate community of learners. The department has worked in a collaborative manner with the college community to facilitate an ethos of accomplishment from the moment our student athletes are admitted to West until they successfully matriculate to four-year institutions of higher learning. We also seek to help our student athletes succeed in the classroom, grow and develop as a person, develop intelligent decision making and leadership skills, and improve their athletic skills to maximize their experience and create future grant-in-aid opportunities.

Module: Enrollment Trends.**Question:** Describe the trends in Enrollment and FTES. Given the data, what are the implications for your program/service?

Answer: The data shows that Athletics has been consistent in FTE and enrollment figures. The CCCAA Form 3 shows that 239 students were eligible to compete for WLAC Athletics. However, the Form 3 report does not account for FTE from students not competing while completing degrees/transfer requirements or those electing to not compete while addressing specific athletically related eligibility criteria. The increased FTES have resulted in an ever increasing need for additional athletic personnel. As a result of the impact, there is a need to hire an Athletic Trainer, Sports Information Director, a Strength and Conditioning and Nutrition Coach as well as provide practical nutrition coaching. Additional effects are felt in the area of athletic facility usage, team transportation, and services provided for equipment, supplies and laundry.

Module: Students and Student Success.

Question: Based on the demographic trends in enrollment, what are the implications for your Program/ Service?

Answer: Total section counts and course offering have decreased due to budget cuts. In recent years our college has offered pre-season athletic conditioning courses for each of our athletic programs, which has allowed them to adequately train and prepare for the upcoming competitive season. These cuts have also impacted our recruiting efforts by not allowing coaches to bring in prospective student-athletes during the pre-season to effectively matriculate, train, and evaluate their readiness for collegiate competition. It has also impacted our returning student-athletes in the area of athletic eligibility. By not offering enough courses on campus our students have been forced to search out other area colleges to find adequate course offerings to meet their academic goals and to maintain required athletic eligibility standards.

Question: Given the data, describe the trends in Success Rates and Retention Rates. What are the implications for the Program / Service?

Answer:

Budget cuts and reduced course offerings continues to impact students in their goals to satisfy graduation requirements and/or transfer to our-year schools. The impact means students take an additional year or more to complete requirements. The past year showed an increase in the male enrollment to 48% and a decrease in female enrollment down to 52%. However, our past year also showed a smaller population of female student-athletes. The implication, although we moved towards greater equity in our overall student population as compared to the Athletics sub-population, is we must have a more concerted effort to increase the number of female student-athlete participants on our five (5) women's teams. Additionally, as soon as funding allows, we must explore adding another softball. CCC Apply Athletics Interest Survey feedback shows that softball is the most requested sport that we currently do not offer. With respect to the Title IX regulations, we continue to use the second (2nd) standard of offering sports that meet the interest of students to remain compliant. It has been five (5) years since we added to additional women's sports, but to remain compliant, we must add an additional sports or increase our female participation proportionate to the overall female institutional enrollment. We maintain an average of 40+ students that transfer successfully, yet we have to continue to focus on increasing the success stories of students. We have one academic counselor who does a tremendous job with the students on a very tight schedule, yet with the increased demands, we assign additional support to an area that is extremely detail oriented and time-sensitive. In an effort to improve outcomes, Athletics will work collaboratively with existing programs to ensure that services are maximized to all of our students.

Question: Given the data, describe the trends in Degrees and Certificates awarded. What are the implications for your Program/ Service?

Answer:

The Athletic Department monitors, tracks and compiles academic performance statistics as it relates to departmental GPA, course completion rates, graduation and transfer. This data has been compiled since the beginning of fall 2007 through a eight-year period ending with the spring semester of 2015. The academic performance statistics demonstrate that there has been marked improvement among the student-athlete population during this eighth year period. In light of budget cuts and reductions, we have been able to sustain student academic success since 2007. NOTE: In tracking the data over the previous eight school years, we see that our student-athletes have either earned an Associate Degree or Certificate at an average of 40 students per year. We have some students who do not earn their Associate Degree, but have enough units to transfer successfully to four year colleges and universities around the nation. Data is being compiled to accurately as many transfers as possible.

Module: Staffing Trends

Question: Describe the trends in FTEF. What are the implications for your program?

Answer:

Athletics has two (2) full-time head coaches in the sports of football and women's basketball. All other head and assistant coaching position are part-time assignments. They all have other jobs and typically do not arrive on our campus until early afternoons for team practice and training sessions. Our number one goal is the development of student-athletes as demonstrated by their academic progress and athletic competitiveness. The success of students can be attributed in part to contact opportunities with their coaches. We believe our students would be more successful and grow as people, students and athletes if we had a higher percentage of full time athletic coaches in the department. In this manner, they would be able to interact on a more consistent basis with specific opportunities to discuss academics, athletics and

other individual concerns rather than just meet their teams for practice and competitions. Additionally, a greater number of full time coaches could more effectively identify and recruit students to West LA College.

Question: Are staffing levels adequate to fulfill the purpose of the Discipline/Program/Service? Explain.

Answer:

No - We need to hire two classified staff personnel who will serve as Athletic Trainer and a Sports Information Director, Additionally, Athletics has a need for an adjunct faculty position that will serve as the Strength and Conditioning/Nutrition coach. Also, there is a need to hire a full time cross country and track and field coach to service teams that make up 42% of all student-athletes and 40% of the sports programs we offer. We would also like to have the part-time positions back that were reduced due to budget constraints. These positions will allow for greater student contact and an increased ability to attract students. The coaches have done a commendable job with reduced means, but to compete for a greater range of students, we need to reinvest in a program that routinely attracts over 300 full-time students.

Question: Describe the Reassigned and Release time assigned to faculty in the division. Include the faculty name, amount of release/reassigned time, length of time the assignment will last (one semester, one year, if it's renewable, etc.), and the purpose of the release/reassigned time.

Answer: N/A

Module: Functions and Services.

Question: List the functions and services provided by the Office / Program / Service.

Answer: The functions and services provided by the athletic department consists of administrative oversight of ten competitive athletic programs which involves staffing, budgeting, transportation, eligibility certification, equipment and supply needs, scheduling future competition, hiring game officials, facility management, and more. The academic counseling involves assistance with matriculation, transcript evaluations, transfer information, career assessments, dissemination and review of progress reports, academic monitoring in collaboration with our faculty, assistance in the development of an academic plan for performance improvement and student educational plans (SEP's), and any other duties assigned. The athletic training services involve the care and prevention of athletic injuries, collaboration and coordination with team doctors, arranging the physical examinations for student athletes, rehabilitation of athletic related injuries, the oversight of daily practice sessions and official athletic contests. The head athletic trainer also handles all insurance related matters with our student-athletes, the LACCD and our insurance providers. Our department secretary handles all clerical duties such as daily and monthly budget management, team travel arrangements, purchase orders, procurement of equipment and supplies, payment of officials, home game management, eligibility assistance with the Eligibility Clerk in the Admissions Office, and much more.

Question: What are the emerging trends in technology that affect the program?

Answer: Athletics is impacted by technology just all other aspect of the campus. We are in need of a Sports Information Director who can consistently market the College and Athletics by way of social media including website updates, twitter, and facebook. Additionally, we have to get our students greater access to research and study opportunities by making computers and study programming available to them.

Question: Describe the technological advances that have been implemented to improve and streamline the Program/ Service.

Answer: We have not implemented technological advances; but have included an updated proposal for an academic advancement area contained in PEC.

Module: Survey Results

Question: Describe the results of relevant surveys (point-of-service surveys, student surveys, staff surveys).

Answer: The Athletics Department created a survey that was reviewed and approved by students, coaches and staff and will be implemented for the first time Fall 2015. The intent of the survey is designed to give student-athletes the opportunity to provide feedback on items that will improve the athletic experience at West LA College.

Question: Discuss the implications of the survey results for the program.

Answer: Results of the new survey being administered in Fall 2015 will be reviewed in Spring 2015.

Module: Service Level Outcomes/ SAOs

Question: Describe the program Service Level Outcomes/ SAO assessment methods and results in the prior year.

Answer: In an effort to assess and measure the services of the program, we will continue to monitor and track the academic progress of all student athletes through periodic grade checks, individual and team GPA's, course completion, retention, graduation and transfer rates. We will also continue to seek insight and feedback via the enhanced online survey, the new student-athlete advisory council, and use feedback provided from all student athletes in the end of season surveys. Additionally, we will assess the success of the athletic programs by evaluating the number of scholarships awarded to four year colleges and universities at the conclusion of each academic year. Each head coach will continue to monitor, track and provide the appropriate feedback for individual and team skill development. Assessing skill development is a continual qualitative and quantitative measurement; however, it will be completed by each head coach for every athletic program. We also review the level of interest and ability of all incoming students with a sports interest survey that is linked to the CCC Apply system. In this manner we can compile data related to the student's interests in athletics and whether that interest is for participation on a competitive sports team, or merely for physical education and intramural participation. We also use this data for our federally required Title IX Gender Equity Report each year. NOTE: All reports are available upon request from the Athletic Director.

Question: How has dialogue regarding assessment results and improvement plans been conducted and documented?

Answer: There is always continued dialogue in college athletics as each year bring new opportunities to assess what was done and prepare for the next season. Coaches will research and examine successful programs to identify new techniques that may be implemented to enhance successful student outcomes. Each coach will have a pre- and post-season meeting with the Athletic Director to share what has been learned from the past season and what are the goals and expectations in the upcoming season. The information is documented through the LACCD report requiring staff to explain the purpose and value of attending a meeting or seminar.

Module: Departmental Engagement.

Question: What interoffice collaboration has your office/program/service been involved in during the past six years?

Answer: The Athletic Director, Academic Counselor, Head Athletic Trainer and department Secretary all meet on Tuesday mornings to map out the weekly calendar, review progress of departmental goals and objectives. We collaborate on future policy development, how to improve services to our students, our coming game management duties, sports medicine concerns, future events and activities in the area of planning, procedures and all related areas. In addition, the Athletic Director coordinated a quarterly department meeting for all personnel. It will enable us to all be on the same page with regard to our college master plan and the department goals and objectives. Most importantly, it gives us a positive communication loop within our shared governance and collaborative efforts of improving the services we provide to our students. We also conduct a department In-Service Workshop prior to the school year that includes a power point presentation on the state athletic association rules and regulations along with a review of any new legislation. A presentation on academics and our college student support system to aid in student success. Plus, further study on athletic eligibility along with reminders about transfer requirements for four year colleges and universities in the NCAA and NAIA. Finally, we review all the college and department policies and procedures so we are functioning in a consistently positive and professional manner in serving our students. The athletic department has made a conscientious effort to change and improve the culture amongst the student athlete population here at West. We have worked hard to establish a culture of "academics first", with graduation and transfer as our top goals. In an effort to foster this change the athletic department has worked diligently to collaborate with the various academic divisions and departments on campus listed below to foster an environment conducive to student learning, retention, persistence, and graduation and transfer. 1. Academic Senate 2. Matriculation 3. Admissions and Outreach 4. Financial Aid 5. EOPS 6. Child Development Center/Reading program 7. Learning Resource Center/Academic Support Services 8. Media Relations 9. Office of Student Services 10. Plant Facilities 11.

DSPS 12. Counseling 13. Library 14. Institute for Student Excellence 15. Associated Student Organization. This year we were able to partner with Student Services to conduct an Athletics Orientation session for new students.

Question: What has your department/ program done since the last review to establish connections with schools, institutions, organizations, businesses, and corporations in the community?

Answer: The Athletic Department has worked to establish relationships with outside agencies in the following ways: 1. The coaches have worked effectively with the student outreach and recruitment office. They have also cultivated relationships with coaches at local feeder high schools. 2. The new Athletic Director will look to make periodic speaking appearances at local service organizations. These efforts are public relations tools and community outreach opportunities. 3. The Athletic Director will charge each team with holding one community service event each year. 4. The Athletic Academic Counselor has developed relationships with the National Football League High School Player Development Program and LAUSD administrators, and conducts information seminars regarding NCAA initial eligibility requirements. 5. The Athletic Academic Counselor and Athletic Director were available for guest speaking engagements with various learning cohorts on campus. 6. In an effort to market and brand the athletic department we have developed a relationship with the Fast Signs Corporation of Culver City 7. We have created a partnership with the Kerlan-Jobe Orthopaedic Clinic in effectively meeting the Sports Medicine needs of our student athletes. 8. We also became involved in the National Coaches vs. Cancer event with our men and women's basketball teams. They organize and produce a fund raiser in conjunction with one of our home games. The 2013-14 school year will mark our third consecutive year of involvement. 9. All of our coaches connect with area high school coaches, counselors and school administrators during our student-athlete recruitment efforts that are conducted on a year round basis by our staff. 10. Our athletic program serves as a bridge to the community and gives the college an avenue for positive visibility as our teams travel and compete off campus. 11. We were able to partner with the Culver City Rotary Club to take part in the July 4th Celebration held in Wildcat Stadium. 12. Athletics partnered with the Culver City Chamber to host the Inaugural Wildcat Classic Golf Tournament. All efforts are undertaken to produce positive visibility for the college in general.

Module: Professional Development.

Question: For each regular full-time person in your program, provide the committees in which each person is active, and list the 2 most significant professional development activities engaged in over the last 2 years.

1 Employee Name	2 Committees	3 Role in committees	4 First Prof Dev Activity	5 Year First PD Activity	

Ricardo Hooper	PIE	AFT Guild Rep	NACDA		
Jawell Samilton	Academic Senate, Academic Affairs Student Grievance	Senator-at-large	NACDA-N4A		
Victor Pulido			CCCATA		
Jo-Ann Haywood	College Council Executive Committee	AFT Classified Rep	Professional Learning Committee		

Question: In order to keep current with new developments in your field, are there areas of unmet professional development needs among staff in this program? If yes, please describe.

Answer:

In order to keep current, there is a need for staff to attend professional development meetings each year. As an example, there are over 50 rule change proposals for the fall California Community College Athletic Association (CCCCAA) Conference. The state of college athletics is and remains fluid with changes each academic year. All coaches and staff are encouraged to attend professional development opportunities.

Module: Facility Planning.

Question: List and describe any current facilities challenges (e.g., location, quantity, quality) affecting your program's ability to achieve its goals and meet institutional needs.

Answer:

Athletics is currently negatively impacted by the following facility related challenges:
 Stadium there are several items associated with the football stadium.
 The football/soccer field is the top priority now that the track is being addressed. The field has passed its life expectancy. The field can no longer benefit from refurbishing as the fibers that give the grass look cannot support the filling that makes the surface safe and compliant. Prospective students see the field and compared with comparable institutions, the surface is a liability. We plan to conduct testing the support the recommendations of field installation specialist.
 Sound system the system was configured for a four speaker sound system and to date, only two have been

installed. The additional burden placed on the two could lessen the overall performance and expected the use period.

Pole vault and high jump pit▲ the pits have deteriorated past the point of safety. New pits need to be purchased and a protection system as well to secure them and protect them from the elements when not in use.

The PEC locker room▲ we do not have adequate designated space to support our student-athletes. Our students are forced to carry their personal items with them because there is only publically open space. The current structure is not conducive to an athletics team locker room and is underutilized by the student-athletes

Gymnasiu○ there are several areas in need of service in the gym:

Floor: the playing surface needs to be sanded down to ensure a smooth surface and repainted to reflect the current basketball and volleyball court regulations and also rebrand the marks and logos for consistency.

The HVAC: the gym has very little air circulation and no AC. The conditions in the gym canbe extremely uncomfortable and not conducive to learning or focusing on instruction.

Sound system: The gym is need of a central sound system. With the central system, the gym could better serve the needs of the campus as well as the Athletic Department.

Backboards/Motors: The full use of the gym cannot be realized because the area is in need of a backboard and several motors to raise and lower the existing backboards depending on the event. During events with the bleachers out, there is a hazard because some of the backboards cannot be moved.

Basebal● the baseball field is in need of dugouts, a scoreboard, a backstop, and bleachers for spectators. Additionally, the area is need of a locker room that can be used for student-athletes, coaches and officials. At this time many of the student-athletes and officials dress in the parking lot across from the field.

C1 Building-the C-1 Building has HVAC issues in that there is very little air circulation and no central AC. The building house our sports medicine facility and with the daily use and type of use combined with the high tempatures, the use cannot be beneficial to students or staff.

Sports Medicine Facility-this area is located in the C1 Building and we would like to expand it to better serve the approximately 300 students who use the facility as members of an athletics team.

C-1 Building Storage--enclose the C-1 building storage area on the south end.

PECN #1✍ in an effort to enhance instruction and student learning, it is recommended PECN room #11 be reconfigured into a study hall/meeting space. The new space would allow for study space, individual tutor sessions, film review and team meeting space.

Gym--HVAC in the gym to offset the heat in the summer months and circulate the stagnant air.

Question: Specify the division/ department's short term goals (1 year) for facilities improvement and functionality.

Answer: The short term goals include address the stadium playing surface. Repair/replace the motors in the gym. Address the air circulation issues in the C-1 Building. Purchase the pits for the pole vault and high jump events. Improve spectator seating at baseball.

Question: Specify the division/ department's long term goals (2-6 years) for facilities improvement and functionality.

Answer: Move and expand the sports medicine area to create more space and greater functionality. Combine the existing weight room in the C-1 Building with existing Athletics weight room in PECN #13. Reconfigure and improve the existing weight room in PECN#13.Complete renovations of the gymnasium and baseball field. Create a satellite sports medicine area in PECN.

Module: Completion.

Question: List the people who participated in this Program Review.

Name	Role
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Ricardo Hooper	Full Time Faculty
Jawell Samilton	Full Time Faculty
Jo-Ann Haywood	Staff
Victor Pulido	Staff
Marguet Miller	Full Time Faculty
Colleen Matsuhara	Full Time Faculty
Dan Fitzpatrick	Part time Faculty
Bob Grant	Part time Faculty

Question: Program Manager: Fill out your name and date of final approval, save, and submit the program review.

Answer: Ricardo Hooper, 11/6/15