



Health Science &
Physical
Education
Department Unit
Plan
(proposed 10/15/12)

2013-14



**Annual Unit Plan Template
2013-2014 Academic Year
HSCI/PHED Department**

STEP I: DESCRIBE YOUR DEPARTMENT/UNIT

a. Mission

Based on a specific set of program learning outcomes, the mission of the Physical Education program is to provide a comprehensive transfer curriculum in physical education, health, fitness and wellness related activities. This includes all populations of the college: those in the Kinesiology AA TMC major (available at the Eastern Sierra and Indian Wells Valley campuses); those in other AA and/or AS degree programs; those transferring to universities and colleges; community members and those students seeking lifelong health, wellness and leisure time skills and knowledge.

Students engage in a wide spectrum of educational experiences designed to fulfill their academic and career needs. Program offerings facilitate the acquisition of skills, fitness, knowledge and attitudes that contribute to lifelong well being. The program faculty encourages and facilitates understanding and appreciation for the value of physical activity in human development, human interaction, human performance, and quality of life. It recognizes the need to impact the rising financial, physical, and emotional concerns brought by increasing incidents of heart disease, cancer diabetes, obesity and resulting stress. The program provides education, resources and activities to empower and motivate our students to personally choose a totally healthy lifestyle. The department is committed to providing highly qualified instructors and instructional excellence in these areas based on the most progressive theories and practices available.

b. Program Applicability

General Education

Kinesiology AA-T



c. Partnerships

The Health Science and Physical Education Department will promote our programs through college and community sponsored fitness events, clinics, camps, and lectures to a culturally diverse population.

Response: The Health Science and Physical Education Department has increased outreach to the community by hosting

- Special Olympics
- Junior Olympics
- Relay for Life
- Local tennis club USTA league
- IWV Youth Cheer program
- Over the Hill Track Club
- Summer/winter camps offered through baseball and basketball programs
- Relay for life
- Community Health Fair
- Host and participate in college recruitment efforts
- Preview day
- Grade Level 6-12 athletic team (girls and boys teams) practices and several athletic contests in the sports of track and field, cross country, basketball, and girls volleyball.
- Faculty operates athletic skills camps for local youth in the areas of baseball, basketball and volleyball.



d. Distance Education

The Distance Education component for this department involves General Education requirements and the Kinesiology Major. The Department currently offers two courses: an Introduction to Kinesiology course (required for majors) and the Principles of Health Education (General Education). We have a very limited number of online offerings at this time, but they do permit online access to our general student population.

STEP 2: EXPLAIN YOUR PLANNING

a. Review of Previous Goals (of last completed academic year)

Goal 1. Full implementation of the SB 1440 Transfer Model Curriculum for the Kinesiology Major (formerly Physical Education Major).

Revisions were made to the then existing Physical Education Major. These changes included adding Science and Mathematics courses to the program while deleting existing courses. All this was done to align the revised and newly named Kinesiology AA-T program to the State Transfer Model Curriculum.

The revisions were presented to the Curriculum Committee in the Spring of 2012. After moving through the approval process successfully, the Kinesiology AA – T was approved by the KCCD Board of Trustees and ultimately the State.

While we have received approval from the State, the program has not been entered into the State computer programs because of a change to a new software system. Anticipated final, final approval is expected any day now.

b. Review of Overall Department/Unit

The Health Science & Physical Education Department completed its program review this month. It will be moved through the approval process as soon as is possible. The review appeared to be a good process for the department, but multiple drafts of the



document had been reviewed many, many times over the past four years. The review provoked discussion regarding a small fitness certificate which would assist students in becoming fitness trainers. It was not included on the list of 2013-14 goals because we believe it will take some time to research the “need” and take the plan forward. There were several “gaps” in the SLOs but for the most part, student achievement in these areas was quite good. As indicated in goal # 1 for 2013-14, we need to get better at the process.

Many more changes are surely on the horizon for the college, which in turn will impact the department. With that stated, it is important to note that the department appears to be moving through the changes rather well by being very flexible when it comes to discussing curriculum, scheduling, or the newly approved Kinesiology Major.

c. Goals for Upcoming Year (next academic year). *If more goals needed, copy and paste additional boxes.*

Goal 1 Develop and implement a sequential plan for continued evaluation of cours level student learning outcomes.

1. *Connection to College Strategic Goals:* CCCC Goal Number One: Improve our response to community needs through customized educational opportunities, transfer program, area workforce development, and quality student services
2. *Specific internal or external condition(s) the goal is a response to:* A. Maintain availability of comprehensive quality associate degrees and transfer program.
3. *Action Plan:* Full-time faculty will create a schedule for SLOs to be administered, what year, who will be responsible, and how who will be responsible for documenting the results. The schedule will include each HSCI and PHED course in the catalog. This will necessarily involve developing a common rating scale for the rubrics used.
4. *Measure of Success:* A complete schedule and agreed up common rating scales for course rubrics.



Goal 2 Develop a systematic preventative maintenance and equipment replacement plan for the department.

1. *Connection to College Strategic Goals:* CCCC Goal Number One: Improve our response to community needs through customized educational opportunities, transfer program, area workforce development, and quality student services

2. *Specific internal or external condition(s) the goal is a response to:* A. Maintain availability of comprehensive quality associate degrees and transfer program.

3. *Action Plan:* Full-time faculty will work to establish a maintenance plan and criteria for development of a plan for replacement of equipment that is out of date or in need of substantial repairs. .

4. *Measure of Success:* The creation of a preventative maintenance and replacement plan.

Goal 3

1. *Connection to College Strategic Goals:*

2. *Specific internal or external condition(s) the goal is a response to:*

3. *Action Plan:*

4. *Measure of Success:*

STEP 3: SUBSTANTIATE REQUESTED RESOURCES (Note: All items must be prioritized.)

- a. **1000 Category.** Please indicate below any requests for temporary or new permanent certificated positions. (Do not request adjunct instructors for normal teaching assignments as this is captured in the Academic Affairs division plan.) *If more lines are needed, place cursor in the bottom right box and press [Tab].*



Description	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	If a full-time faculty member is being requested, use the box below. Use this space to provide a detailed rationale for temporary certificated positions only. The rationale should refer to your unit's mission and goals, recent program review or SLO assessment gaps, planning assumptions, and/or the College's strategic plan.	Estimated amount of funding requested (temporary positions only)	Will this be one-time or on-going funding?	Funding Source (check <u>one</u>): G = General Fund, O = Other	
							G	O

Full-Time Faculty Staffing Justification: None requested at this time.

1. Are there too few or too many students enrolling for particular classes or majors?
2. Are there too many courses or programs that are under capacity?
3. Are courses "core mission"?
4. Are courses overscheduled?
5. Is there capacity to offer courses or programs at different times and/or locations?
6. Is there a workforce shortage in the service area or region?
7. What are the costs and/or lost revenue from gaps between student demand and course or program capacity?
8. In support of your proposal, provide the following data:
 - a. Size of wait lists in the discipline
 - b. Department productivity
 - c. Number of faculty currently in the department
 - d. Number of adjunct faculty
 - e. Number of certificates awarded
 - f. Number of degrees awarded
 - g. Core curriculum classes
 - h. CTE classes with workforce data (wage/high demand)
 - i. Number of students at first day and census



b. **2000 Category.** Please indicate below any requests for temporary or new permanent classified staff. Include labor amounts only; benefits will be calculated separately. *If more lines are needed, place cursor in the bottom right box and press [Tab].*

Position Title	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this position	Salary Grade	Number of Months	Number of Hours per Week	Salary Amount	Are alternate funding sources available? G = grant (specify) V = VTEA

Classified Staffing Justification. None requested at this time.

1. Describe how the position is linked to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's strategic plan.

2. Explain why the work of this position cannot be assigned to current staff.

3. Describe the impact on the college if the position is not filled.



c. 4000 Category. Use the space below to itemize and explain budget requests in the category of supplies and equipment. *If more lines are needed, place cursor in the bottom right box and press [Tab].*

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding?	Funding Source (check <u>one</u>): G = General Fund, O = Other	
							G	O
Tennis Nets	IWV	2A	1 A	Quality instruction is impacted.	\$ 600.00	One-Time	G	
Conditioning Equipment	IWV	1A	1A	Quality instruction is impacted.	\$ 400.00	One-Time	G	
Printer Cartridges	IWV	3A	1A	Quality instruction is impacted	\$300.00	Ongoing	G	
Weight Room Equipment	IWV	1A	1 A	Quality instruction is impacted.	\$ 400.00	One-Time	G	
Upholstering and repair of Weight Room and Cardio Equipment	IWV	1A	1A	Upholstery tears and becomes brittle because of daily use by students in exercise classes. Electronics on Cardio Equipment require periodic maintenance and repair. Quality instruction is impacted.	\$ 1000	Ongoing	G	



6000 Category. Use the space below to itemize and explain budget requests in the category of capital outlay. *If more lines are needed, place cursor in the bottom right box and press [Tab].*

Describe resource requested	Location	Priority: 1 = high 2 = med 3 = low	Strategic Plan goal addressed by this resource	Provide a detailed rationale for the requested resource. The rationale should refer to your unit's mission and goals, recent Program Review or SLO assessment gaps, planning assumptions, and/or the College's Strategic Plan	Estimated amount of funding requested	Will this be one-time or on-going funding ?	Funding Source (check <u>one</u>): G = General Fund, O = Other	
							G	O
Refurbish and repair College Track surface.	IWV	2A,2C	1A, 1E	Track is officially used by our college classes, the community (Relay for Life, Over the Hill Track Club, and service area K-12 schools). Maintenance and repair of this track is a safety as well as a community service need. Safety is the concern.	TBD by M & O and KCCD Architect	One-Time	G	
Additional lighting in the dirt parking light near the track/field access gates.	IWV	2C	1A	Needed to create a safely lighted environment and to improve student visibility during night classes as well as sporting events.	TBD by M & O and KCCD Architect	One-Time	G	
Repair the scoreboard connections in the Gym	IWV			The wiring/connections are 20 years old and have experienced wear and tear. Operation of message	TBD by M & O and			



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							G	O
floor.		1C /2C	1A	board is intermittent. The situation needs to be assessed for safety concerns.	KCCD Architect	One-Time	G	
Tennis Court Re-Surfacing	IWV	1A,1C	1A	Courts are becoming slick and are losing their surface grip. Quality instruction is impacted.	TBD by M & O and KCCD Architect	One-Time	G	



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STEP 4: ATTACH NARRATIVE SUMMARY OF PRIOR YEAR'S SLO ASSESSMENTS