TO: DSPS Directors

FROM: DSPS Program, Chancellor's Office

RE: Program Plan 2019 Preview

CCCCO DSPS Program Plan as required by Title 5 section 56046 and 56052, has been designed to collect information from every college in order to fulfill statutory requirements and for the Chancellor's office to better serve the colleges. Your participation is mandatory per California Education Code 67312(a)(4) and will help the Chancellor's Office to provide focused technical assistance to colleges that results in student success. Name of College: Contact Information Name Email Address Phone Number

Instructions
The following questions address DSPS program long-term goals, short-term measurable objectives, and activities used to achieve such goals. These goals should be part of every college's program review process or institutional planning assessment model. Due to this process looking different for every college, the Chancellor's office has provided criteria below for clarification.

•Long-term goals are based upon program assessment, and typically span a period of three to six years, depending upon the college planning cycle. They are often broader in their definition of the goals to be achieved, and usually aligned with the college's strategic or institutional goals.

•Each long-term goal typically has multiple short-term measurable objectives that are identified to achieve the goal. Measurability means the objective has been designed in such a way that benchmarks or milestones, or some other means of identifying achievement, have been integrated into the plan.

•Short-term objectives usually span a period of one to two years, but vary according to the goals and the planning cycle. Each short-term measurable objective typically has multiple specific activities associated with it to achieve the objective.

Example

An example of how these might relate to each other would be a long-term DSPS program goal of greater student success in terms of educational goal achievement. One short-term measurable objective might be raising the level of successful completion of the gateway math course required for the student's educational goal, which is identified within the student's education plan. Specific activities to achieve this objective might include embedded tutors or other support within the classroom, implementing Universal Design for learning with faculty, or creating an

educational assistance class that supports the skills needed for the course. These are examples of how the three components fit together. Do not exceed 500 characters for each questions. The survey will not allow you to continue if your answer exceeds that limit.

Please begin the plan on the next page.

Program Level Planning
1. How many long-term goals do you have for your program?

2.Does your college require that you align your program's long-term goals with the institution long-term goals (the latter are usually found in educational master plan or in the strategic plan)?

a. Yes
b. Somewhat
c. No

3. Select all areas where the contents of your program review and/or program goals and objectives are used by the institution for planning or reporting purposes:

a. Educational master planning
b. Strategic Planning
c. Accreditation
d. Resource Allocations: Office Operations
e. Resource Allocations: Staffing
f. Resource Allocations: Funding in support of providing accommodations
g. Resource Allocations: Campus Accessibility
h. Other - Explain:

4. Provide the following information for one of your long-term goals that you consider of high importance:

a. What is the long term goal
b. What is a short-term measurable objective for this goal
c. One or two activities that will be used to achieve the short-term measurable objective listed above
d. Describe how the completion of this goal will be assessed

5. Provide the following information for a second long-term goal that you consider of high importance:

a. What is the long term goal
b. What is a short-term measurable objective for this goal
c. One or two activities that will be used to achieve the short-term measurable objective listed above
d. Describe how the completion of this goal will be assessed

6. Provide the following information for a third long-term goal that you consider of high importance:

a. What is the long term goal
b. What is a short-term measurable objective for this goal
c. One or two activities that will be used to achieve the short-term measurable objective listed above
d. Describe how the completion of this goal will be assessed

7. Using the list below, please select all components that you included or addressed in your campus program evaluation/program review process:

a. Program mission
b. Number of students served by the program
c. A breakdown of students served by the program
d. Core functions of your program (what it does)
e. Strengths, Weaknesses, opportunities, and threats (S.W.O.T) analysis
f. Current staffing
g. Staffing needs
h. Key performance indicators (KPI) (e.g., in student services, counseling or academic affairs)
i. Summary of findings of DSPS student perception of DSPS program effectiveness survey
j. Summary of findings of campus faculty perception of DSPS program effectiveness survey
k. External data (career technical data, CTEA, DOR)
l. Student Learning Outcomes (SLO's) or SLO assessment findings
m. Other - Explain:_____

Institutional Level Planning

8. Please enter the date of your college's most recent ADA transition plan in the text box below:

9. Enter the date of the most recent assessment of your college's ADA transition plan in the text box below:

10. Was DSPS consulted or involved in the establishment of the plan?

a. Yes
b. No

11. Please enter the top three priorities in your ADA transition plan

a. Priority 1
b. Priority 2
c .Priority 3

12. Enter the date of your college's most recent facilities master plan:

13. Enter the date of the most recent assessment of your college's facilities master plan.

14. Was DSPS consulted or involved in the establishment of the plan?
a. Yes
b. No

15. Please enter the top three priorities in your facilities master plan
a. Priority 1
b. Priority 2
c. Priority 3

16. Enter the date of your college's most recent technology master plan:

17. Enter the date of the most recent assessment of your college's technology master plan for components related to accessibility? (Should have been assessed by technology master planning committee or equivalent group)

18. Was DSPS consulted or involved in the establishment of the plan?
a. Yes
b. No

19. Please enter the top three priorities in your technology master plan
A .Priority 1
b. Priority 2
c. Priority 3

20.Was DSPS involved in the development of the Educational Master Plan?
a. Yes
b. No

21.Please identify areas where you would like additional training or support:

Perception of Satisfaction Surveys

Since we will be performing an overall analysis of all college answers, it is critical that you include these questions at the beginning of your survey in the exact format that they appear.

For the following questions, please insert your survey results as the answer to each question of the staff survey questions. The Chancellor's office is only requesting data; no analysis is needed for this report. To be consistent across all colleges, only provide percentages for each answer. The survey will not allow you to continue if your answer exceeds four characters. Additionally, it is at each college's discretion how the staff and student survey questions are administered. They may or may not be part of your overall college survey based on the method your college prefers.

Staff Questions

1. Employment status:
a. Full Time
b. Part Time

2. Approximately, how many times in the past year have you interacted with DSPS?
a. 0
b. 1-3
c. 4-6
d. 7 or more

3. I am aware of the different disability accommodations and services provided by DSPS(e.g., Adaptive Computer Lab, Alternate Media, Interpreting Services, Testing Accommodations, Note-taking)
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

4. When I have contacted DSPS regarding questions/concerns for a student, I have received a response in a timely manner.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

5. I feel confident in my ability to create accessible materials for my class.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

6. Do you have a disability statement on your syllabus that informs students to register with DSPS if they have a disability and asks them about their learning needs?
a. Yes
b. No

7. Would you like to be provided with a sample statement for use in the future?
a. Yes
b. No

Student Questions
For the following questions, please insert your survey results as the answer to each question of the student survey questions. The Chancellor's office is only requesting data; no analysis is needed for this report. To be consistent across all colleges, only provide percentages for each answer. The survey will not allow you to continue if your answer exceeds four characters. Additionally, it is at each college's discretion how the faculty and student survey questions are administered. They may or may not be part of your college survey based on the method your college prefers.

1. Overall, the college is responsive to students with disabilities.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

2. Overall, DSPS services contributed to my success in college.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

3. I self-advocated with my instructors about the need for accommodation.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

4. I can explain the connection between my academic adjustments and my disability.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

5. My academic adjustment has helped me reach my educational goal.
a. Strongly agree
b. Agree
c. Disagree
d. Strongly disagree

6. DSPS office is a welcoming and positive environment making it comfortable to request assistance.
a. Strongly Agree
b. Agree
c. Disagree
d. Strongly disagree

7. Are you aware of the process to file complaints with the DSPS office?
a. Yes
b. No

8. Did you/have you ever filed a complaint?
a. Yes
b. No

9. Was your complaint resolved
a. Yes
b. No
c. Pending
d. Not Applicable

10. How long did it take to get resolved?
a. Less than one week
b. One to two weeks
c. Two to four weeks
d. Four to six weeks
e. Longer than six weeks
f. Not Applicable

By signing, I certify that I have answered the questions accurately to the best of my ability.

Please print name: