



## INSTRUCTIONAL PLANNING COUNCIL

### MEETING MINUTES OF March 15, 2024

#### Instructional Program Review Presentations 9:00am-11:30am, Zoom/9-154

**Members Present:** Diana Tedone-Goldstone, Erik Gaspar, Chialin Hsieh, James Carranza, Lisa Palmer, Sarah Cortez, Jose Manzo, Kiran Malavade, Rebekah Sidman-Taveau, Maribel Zarate

**Members Absent:** Vijeet Upadhyay, Karen Engel, Erik Gaspar, Ava Johnson, Althea Kippes, Paul Roscelli

**Guests:** Hyla Lacefield, Mary Dowden, Bob lee, Ameer Thompson, Angelene Musawwir, Ludmila Prisecar, Attila Elteto, Sarita Santos, Anniqua Rana, David Eck, Sarita Lopez, Diego Payan, Ron Andrade, Rafael Rivera, Candice Nance, Mayra Arellano, Chris Rico, Ritu Malhotra, Kim Lopez, Kat Sullivan-Torrez

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#### 1) Adoption and Approval of Agenda

**Motion** – To adopt and approve agenda: M/S: Lisa Palmer, Sarah Cortez

**Discussion** – none

**Abstentions** – none

**Approval** – approved unanimously

#### 2) Approval of Minutes – March 1, 2024

**Motion** – To approve minutes of February 2, 2024: M/S: Lisa Palmer, Sarah Cortez

**Discussion** – none

**Abstentions** – none

**Approval** – approved unanimously

#### 3) Instructional Program Review Presentations

Faculty presented on behalf of each of the following programs:

## A) KAD

**Faculty Presenter:** Erik Gaspar

**Presentation:** [KAD Presentation](#)



### Comprehensive Program Review 23/24 Presentation

Kinesiology, Athletics, & Dance Division

## Strategic Alignment

#### Federal / State mandates:

- Equity in Athletics Disclosure Act (EADA), R-4 Statement of Compliance / Title IX, California Community College Athletic Association (CCCAA)

#### SMCCCD Board Goals:

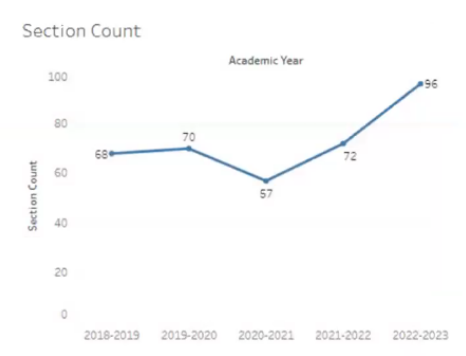
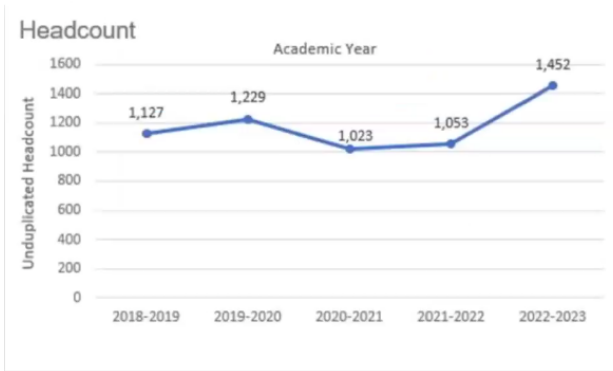
- 1. Develop and Strengthen Educational Offerings, Interventions, and Support Programs that Increase Student Access & Success**
  - Increase the number of students who utilize support services that enable them to stay in school and succeed.
  - Systematically evaluate the effectiveness of existing programs in all areas and develop, strengthen or eliminate programs to support student success.
- 2. Establish And Expand Relationships With School Districts, 4-year College Partners, And Community-based Organizations To Increase Higher Education Attainment In San Mateo County**
  - Expand student services, student clubs and learning communities for the benefit of all students but especially underrepresented or other at-risk students.
- 3. Increase Program Delivery Options, Including the Expanded Use of Instructional Technology, to Support Student Learning and Success**
  - Expand program delivery options, including accelerated completion options, for all students including online students, e.g., College for Working Adults; short-term classes; intersession classes; cohort classes; and continuing, corporate and community education
  - Share data and information, especially about student success, with community partners
- 4. Ensure Necessary Resources Are Available To Implement This Strategic Plan Through Sound Fiscal Planning And Management Of Allocations. Protect Community-supported Status And Undertake The Development Of Innovative Sources Of Revenue That Support Educational Programs Beyond That Which Is Available From Community And State Allocations.**

## Strategic Alignment to the Cañada College Master Plan

- **Goal #1 Student Access, Success, and Completion**
  - Strategic Initiative 1.5 - Develop new Kinesiology, Athletics, & Dance programs and certifications in collaboration with the Community Fitness operations in Building 1 such that students have access to on-site job training and workforce development opportunities that effectively prepare them for health and fitness-related employment in the region.
  - Interestingly, Our minority student-athletes have a higher success rate (82%) and retention rate (92%) compared to the campus as a whole (success rate of 70% and retention rate of 86%).
- **Goal #2 Equity-Minded and Antiracist Division Culture**
  - Create and sustain an inclusive, antiracist, and equity-minded division culture
  - Strengthen the division culture of assessment and improvement to ensure programs effectively serve students and close equity gaps
  - The college has a strong commitment to promoting equity, inclusion, diversity, and access. Among the student-athlete population, 71% to 79% are non-white or Hispanic students, which is similar to the overall campus diversity.
- **Goal #3 Community Connections**
  - Strategic Initiative 3.6 - Collaborate with community organizations to host summer camps, events, and other activities and programs that help triple the number of high school students on campus during the summer and on Saturdays during the academic year, particularly students who may not be college aware or on track to be college ready.
- **Goal #4 Accessible Infrastructure and Innovation**
  - Ensure Building 1 "Kinesiology and Wellness" is accessible to our students
  - Provide advance and forward-thinking programming to students

# Headcount

- Headcount increased from 1127 to 1452 (about 23%) for 5 years
- We are serving about 207 athletes and 76 kinesiology majors
- Number of sections and offerings increased from 68 to 96 sections
  - The amount of class offerings indicates additional need for staffing to support our courses, programs and athletes such as instructional support, class promotion, athletics support, equipment.



# Productivity-Effectiveness

Across all demographics, KAD students are finding greater success and retention from the College average.

- KAD reports a Success Rate of 80.3% in year 2022/23
- KAD reports a Retention Rate of 88.8% in year 2022/23

→ Both higher than College average

## Overall Outcomes

Time Detail	Disaggregation	Course Census En..	Success	Success Rate	Retention	Retention Rate	Total FTEF	Total Ftes	Total Wsch	Avg. Total Load	Section Count	Max Enrollment
2018-2019		1,585	1,283	80.9%	1,422	89.7%	13.35	197.4	5,922	314	67	3,340
2019-2020		1,591	1,250	78.6%	1,385	87.1%	11.96	197.9	5,936	337	61	3,284
2020-2021		1,407	1,105	78.5%	1,245	88.5%	10.91	166.2	4,986	292	55	3,160
2021-2022		1,443	1,165	80.7%	1,280	88.7%	12.03	176.4	5,293	257	60	3,300
2022-2023		2,167	1,740	80.3%	1,925	88.8%	16.95	250.3	7,510	232	90	5,386

## From Last Program Review till NOW

**Goal #1 Increase enrollment by extending academic programming through the utilization of KAD's facilities to host youth events.**

- We have hosted successful youth events (men's basketball/Redwood City Together and women's soccer/Red Star Soccer Club) but do have the capacity to do more as we are understaffed. We need more support staffing the requested events and pushing the connections with the community. (Ski week camp)
- We have requested that the rental process be made more flexible and transparent to better serve our division. We have had meetings with organizations that could potentially benefit our division, but due to our prices and rigid process, we lose the rentals to other programs and facilities. We are also aware that the athletic departments at the other two colleges in the district have more control over their processes and the revenue that comes from rentals.

## From Last Program Review till NOW

### Goal #2 Review and strengthen KAD Division operations by evaluating resources, policies, and procedures to support programmatic growth

- Assistant Coach Pay
  - Transportation
  - Gymnasium
- Faculty and Classified Staffing
- Athletic Facilities maintenance and upkeep

### On the Horizon in KAD Division

- **AB 928 is a legislative act known as the Student Transfer Achievement Reform Act, which supports the CalGETC program and will become effective in fall 2025.**
- **Staffing** *increasing KAD Division faculty and Staff*
- **Gymnasium & Pool Limitations** *and the effects on achieving strategic goals*
- **Fitness Professional Certificate of Achievement**

### Our Classes

#### **AB 928 is a legislative act known as the Student Transfer Achievement Reform Act, which supports the CalGETC program and will become effective in fall 2025.**

- One of the major changes brought by AB 928 is the removal of Area E (Lifelong Learning and Self-Development) from the general education requirements for CSUs. This change could have significant consequences for the KAD division as many of its course offerings fall under Area E. While we are uncertain about how AB 928 will affect the division, we believe that there is cause for concern. Therefore, we are seeking support from the college and district to address this statewide issue.

## To Keep up and Maintain...Solutions are Required

### KAD **Staffing** requests

- Instructional Aide II
- Sports Information Director
- Program Services Coordinator
- Equipment Manager
- Assistant Coach Pay
- Faculty Hires

## Gymnasium & Pool Limitations

*Goal #2 Review and strengthen KAD Division operations by evaluating resources, policies, and procedures to support programmatic growth.*

## Fitness Professional Certificate of Achievement

- Certification Program - Our division has discussed and had specific meetings to review the current core program of the existing (and currently banked) Fitness Professional Certificate of Achievement.
- This includes ensuring all course content addresses the knowledge base required of a certified professional.
- In collaboration with Community Fitness, we will offer hands-on experience as part of the program in the form of internships, mentorships, and/or paid student employment.

## B) Human Services

**Faculty Presenters:** Angelene Musawwir and Sarita Santos

**Presentation:** [Human Services](#) Presentation

# Human Services (HMSV) Program

Part of Education and Human Development Department

HMSV Coordinator/Faculty: Angelene Musawwir

EDH Faculty: Sarita Santos

## Mission

- ▶ The Human Services program at Canada College works to prepare students to enter in the field of social work and Human Services through the introduction and application of foundational skills.
  - ▶ Educates students in the strength-based philosophy of helping individuals and families in need of economic, health-care assistance, and social support. Students learn effective communication, understand the concept of case management, and cultural sensitivity while enhancing their ability to work well with our diverse local communities.
- ▶ Alignment with College MVV
  - ▶ Social Justice & Equity
  - ▶ Transforming Lives
  - ▶ Community Partnerships
  - ▶ Adaptability & Resilience
  - ▶ Cultural Empathy

## Courses & Certificate of Achievement

- ▶ HMSV 100
- ▶ HMSV 121 (Social Work and Human Services Seminar)
- ▶ HMSV 122 (Social Work and Human Services Fieldwork)
- ▶ Human Services Paraprofessional Certificate of Achievement (18 units)
  - ▶ COMM 150 Intercultural Communication 3
  - ▶ ECE. 201 Child Development 3
  - ▶ ETHN 108 Rethinking Race, Gender, and Nation 3
  - ▶ HMSV 100 Introduction to Social Work and Human Services 3
  - ▶ HMSV 121 Social Work and Human Services Seminar 1
  - ▶ HMSV 122 Social Work and Human Services Fieldwork 2
  - ▶ HSCI 100 General Health Science

## Program Learning Outcomes

- ▶ View the client as a whole person in the context of family, culture, and community in assessing the client's strengths and needs.
- ▶ Demonstrate a working knowledge of public and private entities that deliver human services, locally and statewide.
- ▶ Demonstrate an understanding of the qualities and characteristics of effective human service professionals.
- ▶ Critically analyze societal factors that create and contribute to social service needs.
- ▶ Be prepared for CA State University transfer in the majors of Social Work or Human Services.

## Current State of HMSV Program

- ▶ Enrollment 2020-2021 = 68
- ▶ Enrollment 2022-2023 = 29
- ▶ Mediating Factors
  - ▶ Retirement of previous faculty (formerly at least 3 adjunct; now only 1 adjunct)
    - ▶ HMSV program was almost discontinued at College
  - ▶ Changes in profession
  - ▶ Pandemic
  - ▶ Departmental changes

## Going Forward

- ▶ Plans to grow HMSV program:
  - ▶ Certificate to be finalized at CA State Chancellor level
  - ▶ Outreach
    - ▶ Dual Enrollment
  - ▶ Collaborate with local CBOs and social welfare agencies
    - ▶ FYSI and ROSE Committee: Foster/Former Foster Youth
    - ▶ San Mateo Child and Family Services
    - ▶ EHD/Inclusion Certificate



## Faculty SLO/PLO/ILO 3-Year Assessment Plan

Department Name: Human Services (HMSV)

	2023-2024	2024-2025	2025-2026
<b>Fall Semester</b>	HMSV 100   	HMSV 100   	HMSV 100   
<b>Spring Semester</b>	HMSV 121  HMSV 122  	HMSV 121  HMSV 122  	HMSV 121  HMSV 122  
<b>Notes</b>			
<b>PLOs Assessed</b> <small>(Identify at least 1 PLO; identify the year &amp; semester that the PLO will be assessed)</small>	PLO #1 & 4  SPRING 2024	PLO #2  SPRING 2025	PLO #3 & 5  SPRING 2026
<b>ILOs Assessed</b> <small>(ILOs are listed here as a guidance tool to help you choose courses for assessment)</small>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Critical Thinking</li> <li><input type="checkbox"/> Community</li> <li><input type="checkbox"/> Communication</li> <li><input type="checkbox"/> Quantitative Reasoning</li> <li><input type="checkbox"/> Creativity</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Critical Thinking</li> <li><input type="checkbox"/> Community</li> <li><input type="checkbox"/> Communication</li> <li><input type="checkbox"/> Quantitative Reasoning</li> <li><input type="checkbox"/> Creativity</li> </ul>	<ul style="list-style-type: none"> <li><input type="checkbox"/> Critical Thinking</li> <li><input type="checkbox"/> Community</li> <li><input type="checkbox"/> Communication</li> <li><input type="checkbox"/> Quantitative Reasoning</li> <li><input type="checkbox"/> Creativity</li> </ul>



## C) Learning Center

Faculty Presenter: Ron Andrade

Presentation: [Learning Center Presentation](#)

Additional Resource: [Learning Center Introduction Video](#)



## LEARNING CENTER STAFF

RON ANDRADE	DIRECTOR OF STUDENT SUPPORT
NARIMAN AYESH	INSTRUCTIONAL AIDE (WRITING CENTER)
DANIEL BRESNAHAN	INSTRUCTIONAL AIDE (WRITING CENTER)
VINCE FITZGERALD	INSTRUCTIONAL AIDE (WRITING CENTER)
JONATHAN MACSWAIN	INSTRUCTIONAL AIDE
SIERRA MORENO	INSTRUCTIONAL AIDE (WRITING CENTER)
JASON RAMOS	INSTRUCTIONAL AIDE (STEM CENTER)
HALEY SHEETZ	INSTRUCTIONAL AIDE (WRITING CENTER)
JULIAN TAYLOR	TUTOR COORDINATOR
GODFREY WATSON	INSTRUCTIONAL AIDE

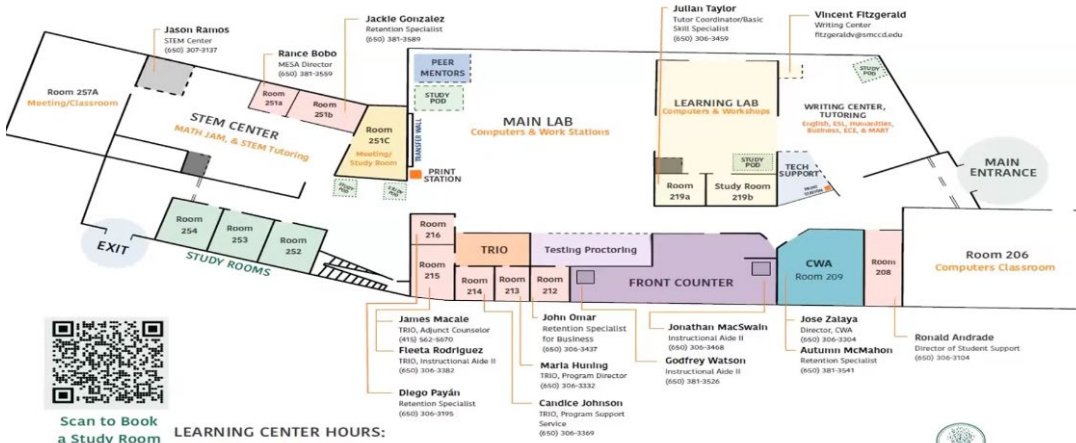
- › **Directed** – students have a goal and know how to achieve it
- › **Focused** – students stay on track, keeping their eyes on the prize
- › **Nurtured** – students feel somebody wants and helps them to succeed
- › **Engaged** – students actively participate in class and extracurriculars
- › **Connected** – students feel like they are part of the college community
- › **Valued** – students' skills, talents, abilities and experiences are recognized; they have opportunities to contribute on campus, and feel their contributions are appreciated



## LEARNING CENTER SERVICES

- IN PERSON TUTORING
- VIRTUAL TUTORING
- EMBEDDED SUPPORT
- GROUP STUDY
- QUIET STUDY SPACES
- COMPUTER LAB
- HYBRID & ONLINE STUDY PODS
- TEXTBOOK AND RESOURCE RESERVE
- WRITING CENTER
- STEM CENTER \*NOW WITH MESA!
- TECHNOLOGY SUPPORT
- TEST PROCTORING

# THE LEARNING CENTER



Scan to Book a Study Room

**LEARNING CENTER HOURS:**  
 8:30 AM to 8:00 PM M-Th  
 8:30 AM to 3:00 PM Friday



## LEARNING CENTER COURSES

- LCTR 100 – EFFECTIVE TUTORING & PRACTICUM
- LCTR 139 – THE RESEARCH PAPER FROM A TO Z
- LCTR 140 – PROFESSIONAL WRITING
- LCTR 698 – SUPERVISED TUTORING/ACAD. ASSISTANCE
- LCTR 810 – STUDY SKILLS
- LCTR 822/823 – GRAMMAR TROUBLE SPOTS
- LCTR 840/841 – VOCABULARY IMPROVEMENT

## LEARNING CENTER USAGE

Spring '24  
 656 unique visitors  
 3132 unique visits

Service	AY 23-24		AY 22-23	
	Visitors	Visits	Visitors	Visits
Drop In Tutoring (In Person)	399	1416	275	999
General Learning Center Usage/Studying	716	5775	448	2978
Learning Center Tech Help Desk	58	125	41	63
Learning Center Workshop	95	158	57	80
Test Proctoring	229	450	167	302
Tutoring Appointment (In Person)	72	124	195	768
Tutoring Appointment (Virtual via Zoom)	29	61	66	140
Unspecified	101	195	39	60
Writing Center (Virtual via Zoom)			45	114
Writing Center Appointment (In Person)	92	204	44	105
Writing Center Appointment (Virtual via Zoom)	33	64	44	115
Total Unique Visitors and Visits	1165	8572	864	5724

# TUTOR SUPPORT

- ACCOUNTING
- ANTHROPOLOGY
- BIOLOGY
- CHEMISTRY
- COMMUNICATION STUDIES
- COMPUTER SCIENCE
- ECONOMICS
- ENGLISH
- ENGINEERING
- ENVIRONMENTAL SCIENCE
- ESL
- MATH
- OCEANOGRAPHY
- PHILOSOPHY
- PHYSICS
- PSYCHOLOGY
- SPANISH



50 tutors  
13 embedded  
55 different  
courses

# MISSION STATEMENT

IT IS THE MISSION OF THE CAÑADA COLLEGE LEARNING CENTER TO PROVIDE ENERGETIC, COMPETENT AND FRIENDLY ACADEMIC AND RELATED ASSISTANCE TO ALL CAÑADA STUDENTS, REGARDLESS OF THE FOCUS OF THEIR WORK AT CAÑADA. ASSISTANCE INCLUDES PEER AND PROFESSIONAL TUTORING, WORKSHOPS AND TECHNOLOGICAL SUPPORT. WE APPROACH OUR WORK WITH PASSION, PROFESSIONALISM AND CREATIVITY; OUR STUDENTS WITH ADMIRATION AND PATIENCE; AND OUR COLLEAGUES WITH RESPECT AND A COMMITMENT TO SHARED GOALS AND VALUES.

# MORE TO COME

- KICK OFF MESA – OPEN HOUSE RECEPTION
- EXPAND EMBEDDED TUTORING
- INCREASE OUTREACH AND RAISE AWARENESS
- CONTINUE COLLABORATION WITH COLLEGE RETENTION AND ENGAGEMENT WORK
- SUPPORT FOR AB 1705 WITH ACADEMIC SUPPORT RESOURCES

## D) Rad Tech

**Faculty Presenters:** Rafael Rivera and Lezlee Inman

**Presentation:** [Radiologic Technology Presentation](#)

### Radiologic Technology Program



#### • Mission

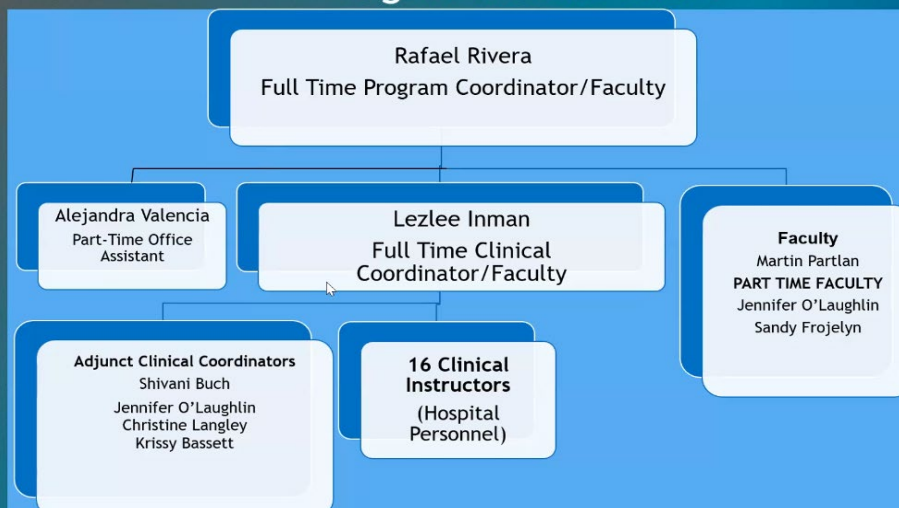
- The mission of the Radiologic Technology Program at Canada College is to provide a high-quality vocational education to members of our diverse community who seek a career in the Radiologic Technology profession.
- The Radiologic Technology program enables students to develop the skills necessary for gainful employment through clinical training, fosters students' academic success through lectures and laboratory exercises, and provides a professional labor pool to match the needs of our community.

### Radiologic Technology Program Overview



- **1<sup>st</sup> class graduated in 1970**
- **Accredited by:**
  - Joint Review Committee on Education in Radiologic Technology (JRCERT)
  - California Department of Public Health, Radiation Health Branch (CDPH-RHB)
- **25 month cohort (7 weeks vacation)**
  - 18 or 20 students accepted once a year
    - Approximately 38 total (first and second year students)
  - 10 Affiliated Clinical Sites
  - 4 clinical rotations per students
  - 1850 hours of clinical experience.

### Organizational Chart



# Entrance Criteria

## I.

- High School Graduation
- Transfer Level Math. Recommended MATH 200
- Chemistry (CHEM 192 or CHEM 410)
- Human Anatomy (BIOL 250)
- Reading and Composition (English 100)
- Human Physiology (BIOL 260)
- Interpersonal Communication (COMM 130)
- Applicants must be at least 18 yrs. Old.



# Radiologic Technology Program Curriculum



## Summer Intersession

RADT 400 Orientation to Radiologic Technology

## Fall Semester

RADT 408 Perspectives in Radiology

PHYS 405 Applied Radiographic Physics

RADT 410 Radiographic Positioning

RADT 418 Clinical Education I

## Spring Semester

RADT 415 Radiation Protection and Biology

RADT 420 Radiographic Positioning II

RADT 428 Clinical Education II

RADT 430 Principles of Radiographic Film Production

## Summer Intersession

RADT 438 Clinical Education III

# Radiologic Technology Program Curriculum



## Fall Semester

RADT 435 Imaging Equipment and Quality Control

RADT 438 Clinical Education III

RADT 440 Advanced Imaging Modalities and Specialize Procedures

RADT 441 Sectional Anatomy

## Spring Semester

RADT 442 Radiographic Pathology

RADT 448 Clinical Education IV

RADT 450 Registry Review

RADT 458 Clinical Education V

RADT 474 Venipuncture for Contrast Media Administration

## Summer Intersession

RADT 468 Clinical Education VI

# Program Costs



- Enrollment Fee: \$46 per unit\*
  - Non-Resident Tuition Fee: \$307 plus \$2 per unit capital outlay fee (PLUS \$46 per unit Enrollment Fee)
- Parking Permit: \$58 per semester (\$29 for summer)
- Health Fee: \$21 (\$18 for summer)
- Student Representation Fee: \$2
- Student Body Fee: \$15
- Books and Supplies: \$1600, approx. 2-year cost (all radiology textbooks are used in several courses each semester throughout the program)

## Program Success



- American Registry of Radiologic Technologists (ARRT) of 92.9% Pass Rate. Five year average
- Employment Rate of 96.8% (Twelve months after graduation). Five year average.
- Completion Rate of 100% for 2022.
- <https://www.canadacollege.edu/radtech/index.php>

### National Comparison Report

SCHOOL OF RADIOGRAPHY  
CANADA COLLEGE  
RAFAEL A RIVERA  
4200 FARM HILL BLVD  
REDWOOD CITY, CA 94061-0000

School ID: 7020  
Date Generated: 3/15/2024

#### Report based on dates from 01/2013 through 12/2016

Calendar Year	Group	Number Candidates	Section Means					Total Mean	Percentile Rank	% Pass
			A	B	C	D	E			
2013	ALL	11684	8.6	8.2	8.1	8.5	8.6	84.1	-	89.6
2013	Program	18	9.2	9.0	8.7	9.1	8.8	89.9	88	100.0
2014	ALL	11831	8.5	8.1	8.2	8.5	8.5	83.8	-	88.9
2014	Program	15	9.2	9.0	9.0	9.1	9.0	90.9	92	100.0
2015	ALL	11485	8.4	8.0	8.2	8.4	8.6	83.7	-	88.4
2015	Program	17	9.4	9.4	9.3	9.5	9.1	94.1	99	100.0
2016	ALL	11740	8.4	8.2	8.3	8.4	8.3	83.3	-	87.2
2016	Program	18	9.1	8.9	8.9	9.0	8.7	89.3	84	100.0



Program vs Total Pass Percentage



# National Comparison Report

SCHOOL OF RADIOGRAPHY  
CANADA COLLEGE  
RAFAEL A RIVERA  
4200 FARM HILL BLVD  
REDWOOD CITY, CA 94061-0000

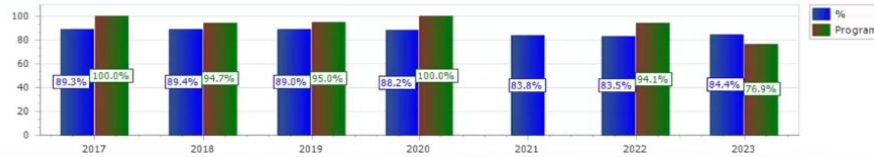
School ID: 7020  
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## Report based on dates from 01/2017 through 12/2023

Calendar Year	Group	Number Candidates	Radiography										Total Mean	Percentile Rank	% Pass
			1	2	3	4	5	6	7	8	9	10			
2017	ALL	11166	8.4	8.2	8.2	8.2	8.1	8.9	8.4	8.7	-	10	83.6	-	89.3
2017	Program	16	8.8	9.1	9.1	9.0	8.8	9.4	8.9	9.2	-	-	90.4	88	100.0
2018	ALL	11571	8.6	8.3	8.5	8.2	8.0	8.1	8.1	8.8	-	-	83.6	-	89.4
2018	Program	19	9.0	9.1	9.3	8.7	8.6	8.7	8.5	9.3	-	-	89.3	84	94.7
2019	ALL	11769	8.4	8.2	8.2	8.1	8.1	8.5	8.4	8.6	-	-	83.4	-	89.0
2019	Program	20	8.4	8.7	9.0	8.7	8.6	9.0	8.5	9.0	-	-	87.3	72	95.0
2020	ALL	10849	8.4	8.4	8.3	8.3	8.2	8.4	8.3	8.5	-	-	83.3	-	88.2
2020	Program	18	8.5	9.0	9.3	8.8	8.8	8.7	9.2	9.0	-	-	89.3	84	100.0
2021	ALL	12252	8.4	8.2	8.1	8.2	8.1	8.3	8.2	8.3	-	-	82.3	-	83.8
2022	ALL	11295	8.5	8.3	8.3	7.9	7.9	8.2	8.2	8.5	-	-	82.4	-	83.5
2022	Program	17	8.5	8.5	8.7	8.4	8.0	8.5	8.5	9.0	-	-	85.4	60	94.1
2023	ALL	11470	8.2	8.2	8.2	8.3	8.3	8.1	8.0	8.2	-	-	82.0	-	84.4
2023	Program	13	8.3	8.5	8.5	8.2	8.0	8.0	7.8	8.3	-	-	82.5	38	76.9

Program vs Total Pass Percentage



## Radiologic Technology Program. Future



- Building 23
  - Take full advantage of new facilities
    - New Digital Radiographic Unit (DR)
      - Add new labs in radiation physics and image production
    - New Digital Radiographic/Fluoroscopy Unit
    - Expand our fluoroscopy offerings
      - ARRT continuing Education
      - PA fluoroscopy classes.

## E) Library

**Faculty Presenters:** Adriana Lugo and Diana Tedone-Goldstone

**Presentation:** [Library Presentation](#)



### WHO WE ARE: LIBRARIANS

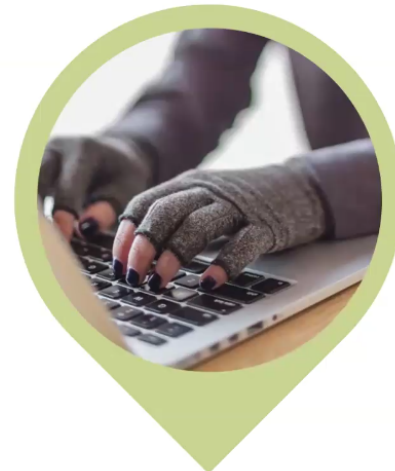
Librarians teach information literacy in a classroom, group or one-on-one setting. We collaborate with faculty to provide course-integrated library instructional sessions. These include how to search library databases, evaluating resources, ethically using resources, and more. We also provide bilingual workshops, in-person and online reference assistance, create instructional materials such as videos, online research guides, and more. We provide access to online resources including library databases, eBooks, and streaming films.



### WHO WE ARE: LIBRARY SUPPORT SPECIALISTS

Library Support Specialists provide access to necessary physical material including textbooks, circulating books, a very popular graphic novel collection, laptops, Chromebooks, WiFi hotspots, graphing calculators, phone chargers, DRC tablets with assistive technology, headphones with built in microphones, and San Mateo County Park passes.

Besides ordering, cataloging, and processing reserves for the Library, they also catalog and process reserves for the Learning Center. Furthermore, they train and supervise our student workers, who help students sign up for study room, print, and check out material.







# OUTREACH AND COMMUNITY EVENTS

- Therapy Dogs, and sometimes a peacock, each semester for Finals
- Movie screenings with Q&A
  - Sansón and Me March 19th, 6pm to 9pm in the Grove!
- Puzzles, coloring, button making and soon Cricut
- Partnering with Peninsula Public Libraries as part of their Comic Art Fest
- Tabling at welcoming events
- Super Saturday support for Spanish speaking students

## Accomplishments

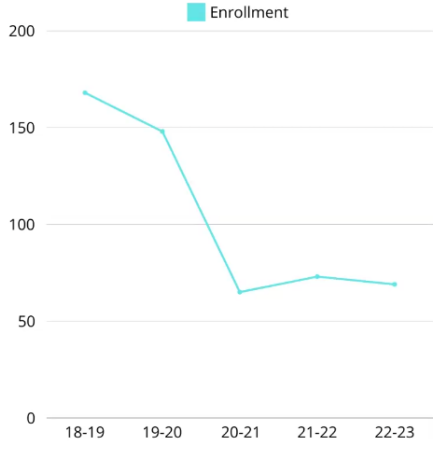
Redesigned Library Website	New Library Management System	Starting Online Reference and Instruction Options	Noche de Familia and Super Saturday Participation
Awarded Vending Commission Award for Anti-stress Activities	Support Cañada de Noche	Offer ACCEL, Interior Design, EOPS/CARE, and DRC Tech Support	Documentary Screening in Spring 2023
Increasing Technology Loan Program	Supporting ZTC/OER Program	Adding More Library Databases	

## LIBR 100: ENROLLMENT

Enrollment in Library Science was down 58.9% in 2022-2023 compared to five years ago in 2018-2019. Library Science enrollment was at a five-year high in 2018-2019 with 168 enrollments and a five-year low of 65 enrollments in 2020-2021.

Since the 2019 uncoupling from ESL 400 due to enrollment and registration concerns, LIBR 100's enrollment and number of sections has dropped.

We have also moved to all online, asynchronous, courses and made LIBR 100 a late start class. This gives the Librarians more time to market and recruit students to LIBR 100 through class visits, email outreach to other faculty, etc.

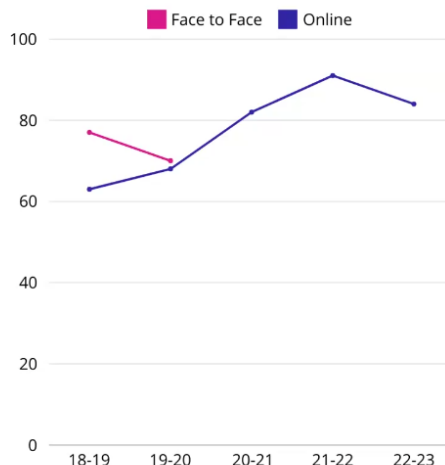


# LIBR 100: ONLINE SUCCESS RATE

Our success rate for our online courses is higher than for our in-person courses. LIBR 100 classes have been primarily offered online for the last five academic years.

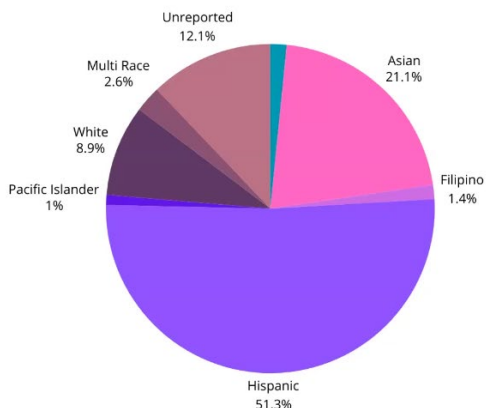
When face-to-face sections were offered, the success rate was slightly higher than online success. However, the most recent success rates in online Library Science sections surpassed the face-to-face success rates by five or more percentage points.

This could be because students don't miss classes in an asynchronous online course and are able to make up work from previous weeks. Since we have moved to all online courses, we will continue to work with students and student support programs to ensure our students' success.



# LIBR 100: RACE AND ETHNICITY

## HEADCOUNT 18/19 - 22/23



# LIBR 100: RACE AND ETHNICITY

## SUCCESS RATE

	African American	Asian	Filipino	Hispanic	Pacific Islander	White	Multi Race	Unreported
<b>LIBR 100 (18/19-22/23)</b>	88%	85%	43%	74%	80%	78%	92%	82%
<b>College (22/23)</b>	64.8%	83.7%	71.9%	64.6%	59.1%	78.5%	74.3%	70.6%

The success rate for Filipino students was very low, 43%. While we only had 7 Filipino students in the last five years enrolled in LIBR 100, this is still a concerning success gap. Looking for professional development around Filipino students might help the Librarians address this gap. We are also increasing our resources related to Filipino students, in Spring 2023 we purchased an online encyclopedia, The SAGE Encyclopedia of Filipina/x/o American Studies, we also purchased a handful physical books about Filipino Americans or written by Filipino Americans. Finally, Fall 2023 is the first year we've included a display on Filipino American History Month.

Similarly, Hispanic identifying students had the second lowest success rate at 74%. This is higher than the College average success rate for this population. In the long term, we'd like to explore adding a Spanish language section of LIBR 100.

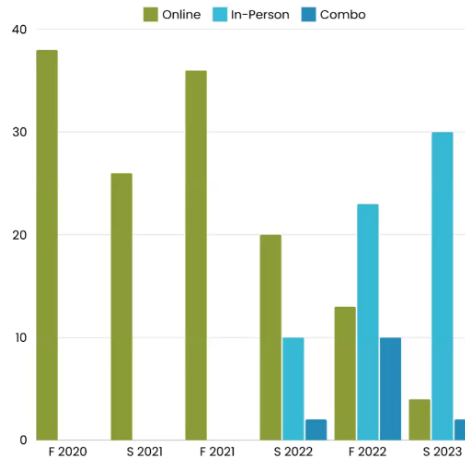
## Instructional Support

Covid-19 allowed us to add Zoom and combo in-person and online as forms of delivery of instruction. By Spring 2023 we taught mostly in-person, but still provide other modes.

Instructional sessions include:

- Individual student sessions (Spanish or English)
- Course integrated library instructional sessions
- Workshops
- 10–15-minute tours of the library space or website
- Creation of resource guides, Canvas modules and/or videos.

### Instruction Modality



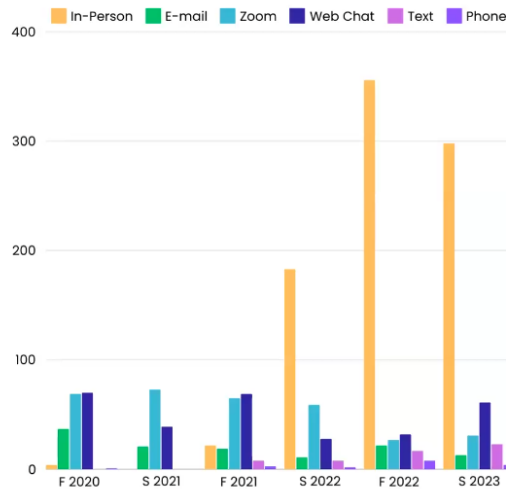
## Reference Support

We have added Zoom, web chat, and text chat options for reference appointments.

Reference support includes:

- Reference questions such as databases, articles and other resources.
- Technology help
- Basic information help

### Reference Modality



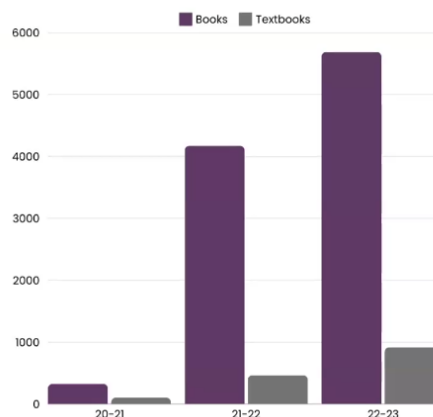
## Circulation: Books and Textbooks

Circulation of physical books is up since reopening of campus.

Facts about our collection:

- 67% published before 2000
- Does not meet the research needs of students due to age
- Updating our physical collection ensures that it reflects our Latinx and AANAPISI students.

### Circulation

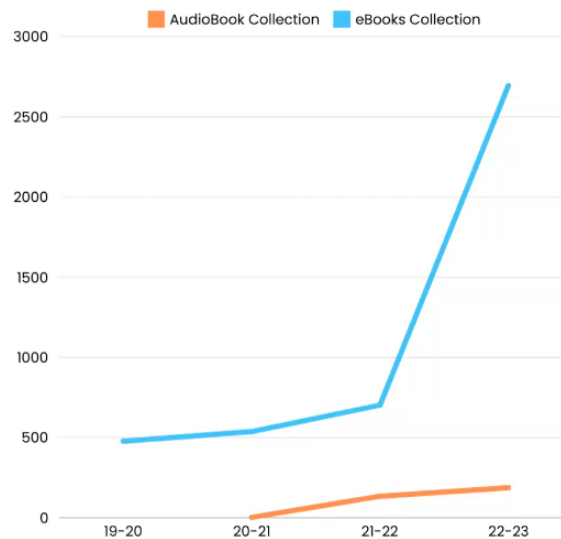


## Circulation: eBooks and audiobooks

CCCCO ZTC Implementation Grant allowed us to purchase more eBooks and audiobooks.

Due to licensing we often need to purchase multiple copies of the same title to meet student needs.

Support the growth of ZTC courses.

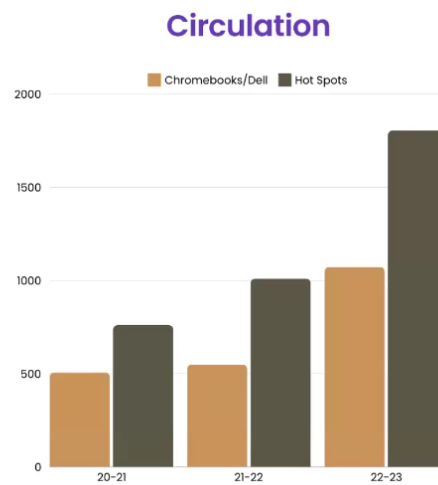


## Circulation: Technology

We have added 1,036 new Chromebooks, laptops, and Wi-Fi hot spots over three years.

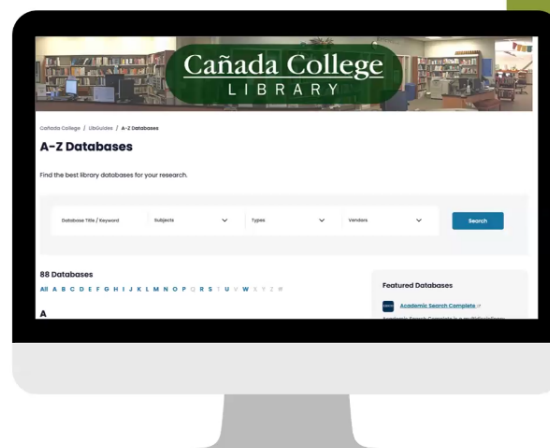
Supports our goal to “help bridge the income equity gap and provide students with resources needed to complete their course work.”

Demand is so high, we have consistently run out of Hot Spots every semester.



## Circulation: eResources

Library Database Use		
Year	Total Number of Searches	Full Text Requests
2019-2020	88,962	38,377
2020-2021	66,834	51,784
2021-2022	56,160	47,186
2022-2023	250,736	113,160



## Circulation: eResources

Top 5 Databases by Searches 2022-2023			
Database Name	Vendor	Searches	Full Text Requests/Views
Oposing Viewpoints	Gale	9,367	4,169
Kanopy	Kanopy	8,096	2,752
Academic Search Complete	EBSCO	7,118	7,031
JSTOR	ITHAKA	6,764	8,694
Academic OneFile (Gale)	Gale	6,283	6,196

Top 5 Databases by Full Text Requests/Views 2022-2023				
Database Name	Vendor	Searches	Full Text Requests/Views	Users
Wall Street Journal	Wall Street Journal	N/A	28,844	736 users
New York Times	New York Times	N/A	21,181	443 users
JSTOR	ITHAKA	6,764	8,694	
Academic Search Complete	EBSCO	7,118	7,031	
Films on Demand	InfoBase	1,032	6,651	

## Other Stats

Study Room Bookings	
Year	Number of Bookings
2019/20	626
2020/21	0
2021/22	979
2022/23	3,946

LibGuide Usage Statistics	
Year	Views
2018-2019	37,319
2019-2020	41,301
2020-2021	88,009
2021-2022	72,127
2022-2023	59,615

Website Traffic	
Year	Views
Aug 2020 - Jul 2021	26,345
Aug 2021 - Jul 2022	28,846
Aug 2022 - Jul 2023	38,315

Book Scanner Use 2023	
Month	Views
Jan	199
Feb	78
Mar	27
Apr	94
May	8
Jun	128
July	3
Aug	81
Sept	149
<b>Total</b>	<b>767</b>



## FUTURE GOALS

- Alleviate textbook costs for students by supporting the College's ZTC efforts.
- Create a welcoming and comfortable library space that supports student learning and increases student on-campus engagement.
- Help bridge the equity gap by providing students with resources needed to complete their course work.
- Support curriculum and student learning through information competency instruction
- Provide resources and services to help build an anti-racist college.

## F) Medical Assisting

**Faculty Presenter:** Ritu Malhotra

**Presentation:** MEDAPresentation



### Medical Assisting Program Review

March 2024

Dr. Ritu Malhotra

Faculty and Program coordinator

### Agenda

Overview of program

- Job outlook + Demand
- Value of the program

Journey so far and continued Strategies

- Enrollment trends
- Recruitment and continuation of Clerkship training and community Partnership

To Aid further success

Questions



### Demand for Medical Assistants

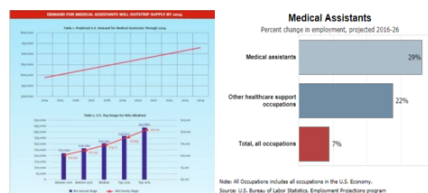
**Medical assistant graduates play a crucial role in healthcare**

- ▶ They are at the core of urgent care's clinical support workforce.
- ▶ They support physicians/healthcare professionals with clinical and administrative tasks .
- ▶ Lower costs
- ▶ Improve quality of patient care and outcomes



**Demand for Medical Assistants will outstrip supply by 2024**

According to the Bureau of Labor Statistics, the job outlook for MA's is estimated to increase by 19% which is much faster than the average occupation from 2021-2031

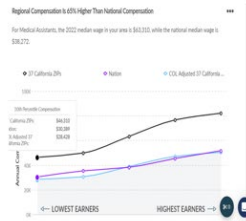


## Job Outlook



Regional compensation is 65% higher than national compensation

<https://www.comparably.com/salaries/salaries-for-certified-clinical-medical-assistant-in-san-francisco-ca>



**Certified Clinical Medical Assistant Salary in San Francisco, CA.**  
How much does a Certified Clinical Medical Assistant make in San Francisco, CA? The average Certified Clinical Medical Assistant in San Francisco, CA makes \$73,715 annually, which is about the national average Certified Clinical Medical Assistant salary of \$68,872. This is a 7% increase from the national median.

U.S. Average	San Francisco, CA Average
\$42,872	\$73,715

## Value of the program

The medical assisting program at Cañada College is not just about education; it's about transformation.

WE CHANGE LIVES!

- ▶ We serve a diverse student body.
- ▶ It is an invaluable entry point into a healthcare career
- ▶ Graduates from the program receive a versatility in opportunity.
- ▶ Serve as a stepping stone in pursuing further education

Future Career Pathways :

- ▶ Registered Nurse
- ▶ Radiology Technician
- ▶ Ultrasound Technician
- ▶ Anesthesia Technician
- ▶ Physician Assistant
- ▶ Nurse Practitioner



## Degree and certificate offerings



### Associate in Science Degrees:

- Medical Assisting  
60 Units (includes general education courses)
- Medical Billing Specialist  
60 Units (includes general education courses)

### Certificates:

- Medical Assisting  
35 Units
- Administrative Medical Assistant  
21 Units
- Medical Billing Specialist  
21 Units
- Medical Coding Specialist  
18 Units

Students graduate from the Medical Assisting Program at Cañada College ready to enter the workforce and launch their careers. The job market for medical assistants is very bright for students with a certificate or degree as the Bureau of Labor Market Statistics projects a 24% growth in job openings in San Mateo County and a 21% increase across the nation by 2027.



Welcome Center: 650-306-3452  
 For more information use our QR code or visit our website:  
<https://canadacollege.edu/medicalassisting>



Released On: 04-11-2017 - Cañada College provides equitable access to education and equal opportunity to employees. The College does not tolerate discrimination on the basis of gender, race, sex, age, color, religion, national origin, marital status, veteran status, sexual orientation, or physical disability.

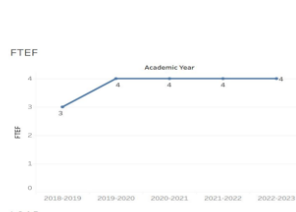
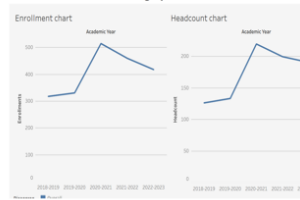


## Program's enrollment trends

- ▶ **Impressive Growth in enrollment:** Almost 35% increase in enrollment rates since 2018
- ▶ **Notable Increase in Headcount:** Impressive increase of almost 52% since 2018.



Student Enrollment & Demographics



## Continued Program Strategies



**STRATEGIES Implemented and need ongoing implementation**

- Flexible course scheduling
- Blend Instructional delivery and assessment methods.
- telehealth training
- virtual learning resources/
- simulation-based training



## Clerkship Training and Partnership



- ▶ Stanford -University Healthcare Alliance
- ▶ Kaiser Permanente
- ▶ Sutter Health
- ▶ Bay Area Vascular
- ▶ Peninsula Urology Center
- ▶ Old Samaritan House
- ▶ Concentra





## To Aid Further Success



- ▶ To increase enrollment and student support -
  - ❑ Latest equipment
  - ❑ Curriculum expansion
  - ❑ New hires( faculty and assistants)
  - ❑ Technology Integration and additional software
  - ❑ Increased professional development opportunities
  - ❑ Student Support Services (tutoring, mentoring, and career counseling)
- ▶ Marketing and outreach

## To aid Further success



- ▶ Immediate support -
  - ❑ Course scheduling
    - ❖ Increased flexibility to include evening and weekend classes
    - ❖ Online and Hybrid Courses: to address remote learning needs,
    - ❖ Accelerated Programs: shorter completion time
  - ❑ Continued partnership and contracts with clerkship training sites.
  - ❑ Additions to program: Phlebotomy and EKG Technician
  - ❑ Develop bridge programs for adult school pathways for ESL students.
  - ❑ Simulation lab and virtual learning devices

## Simulation Lab



**4) Good of the Order**

**5) Adjournment**

**Motion** – To adjourn the meeting: M/S: Lisa Palmer, Sarah Cortez

**Discussion** – none

**Abstentions** – none

**Approval** – approved unanimously

Meeting adjourned at 11:22am.