2024 INSTRUCTIONAL ANNUAL PROGRAM PLANNING WORKSHEET

CURRENT YEAR: 2024 **PROGRAM(S): NURSING ASSISTANT**
CLUSTER: HEALTH WELLNESS SKILLED TRADES & TECHNOLOGY **AREA OF STUDY: HEALTH AND WELLNESS**
LAST YEAR CPPR COMPLETED: 2022-23 **NEXT SCHEDULED CPPR: 2026-27** **CURRENT DATE: 3/4/2024**

The Annual Program Planning Worksheet (APPW) is the process for:

- reviewing, analyzing and assessing programs on an annual basis
- documenting relevant program changes, trends, and plans for the upcoming year
- identifying program needs, if any, that will become part of the program's **Resource Plan**, which can be downloaded from this **SharePoint folder**. Please review the **Resource Allocation Rubric** when preparing the resource plan.
- highlighting specific program accomplishments and updates since last year's APPW
- tracking progress on a Program Sustainability Plan if established previously

Note: Degrees and/or certificates for the ***same*** program ***may be consolidated*** into one APPW.

This APPW encompasses the following programs of study (degrees and/or certificates):

- **Nursing Assistant, Certificate of Specialization**

General Program Update

Describe changes and improvements to the program, such as changes to the mission, purpose, or direction. In particular, indicate any changes that have been made to address equity gaps.

The Nursing Assisting program runs for nine-weeks every semester and currently enrolls 15 students. This semester is the third cohort after the hiatus. The program came back in session in the Summer of 2023 after a one-year absence. The full-time faculty who taught the program for over 20 years retired in Spring 2020. A part-time pool generated an instructor to teach the program in Spring 2021. However, due to a change in teaching position, the program had to be paused due to failed part-time pools. The program was reactivated in Summer 2023 with new part-time faculty. The program was offered in Summer 2023 and was successfully relaunched. This was the first time the program had been offered during the summer session and is now offered every semester including summer. The program is attended by students who are interested in pursuing nursing careers or exploring healthcare fields. The program was reaccredited last year.

Program Sustainability Plan Update

Was a Program Sustainability Plan established in your program's most recent Comprehensive Program Plan and Review?

Yes ☐ If yes, please complete the Program Sustainability Plan Progress Report below.

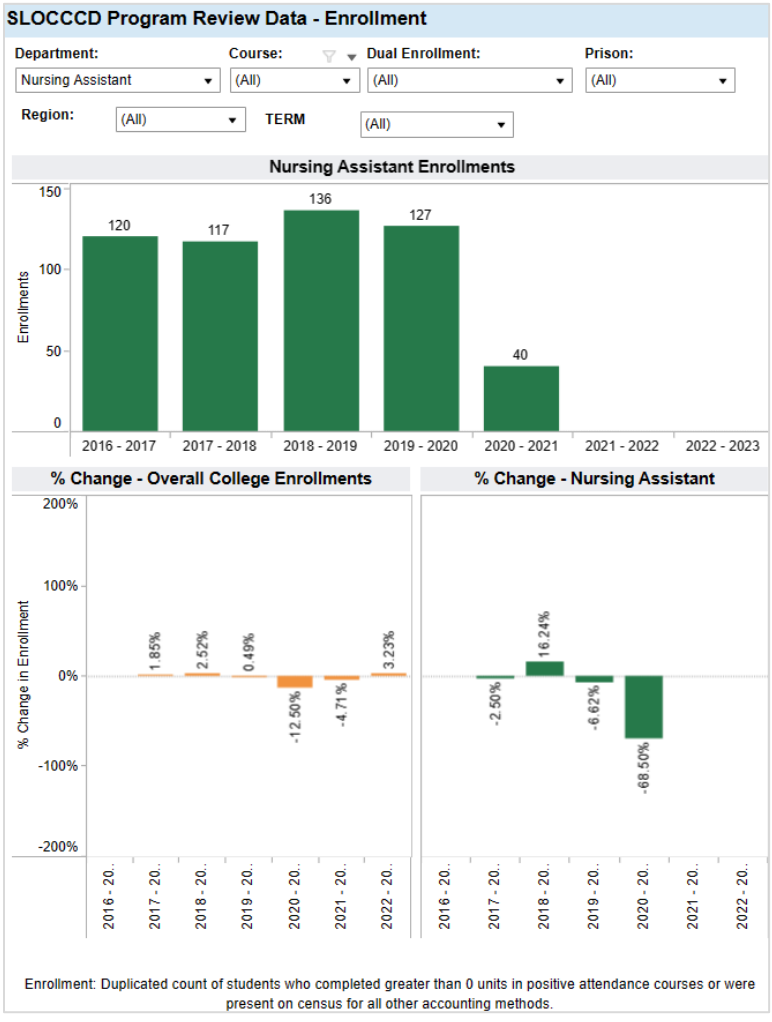
No ☒ If no, you do not need to complete a Progress Report.

If you selected yes, please complete the Program Sustainability Plan Progress Report below after you complete the Data Analysis section. That data collection and analysis will help you to update, if necessary, your Program Sustainability Plan.

Data Analysis and Program-Specific Measurements

Your responses to the prompts for the data elements below should be for the entire program. If this APPW is for multiple degrees and/or certificates, then you MAY want to comment on each degree and/or certificate or discuss them holistically for the entire program being sure to highlight relevant trends for particular degrees and/or certificates if necessary. Responses in this document need only reference the most recent year's available data.

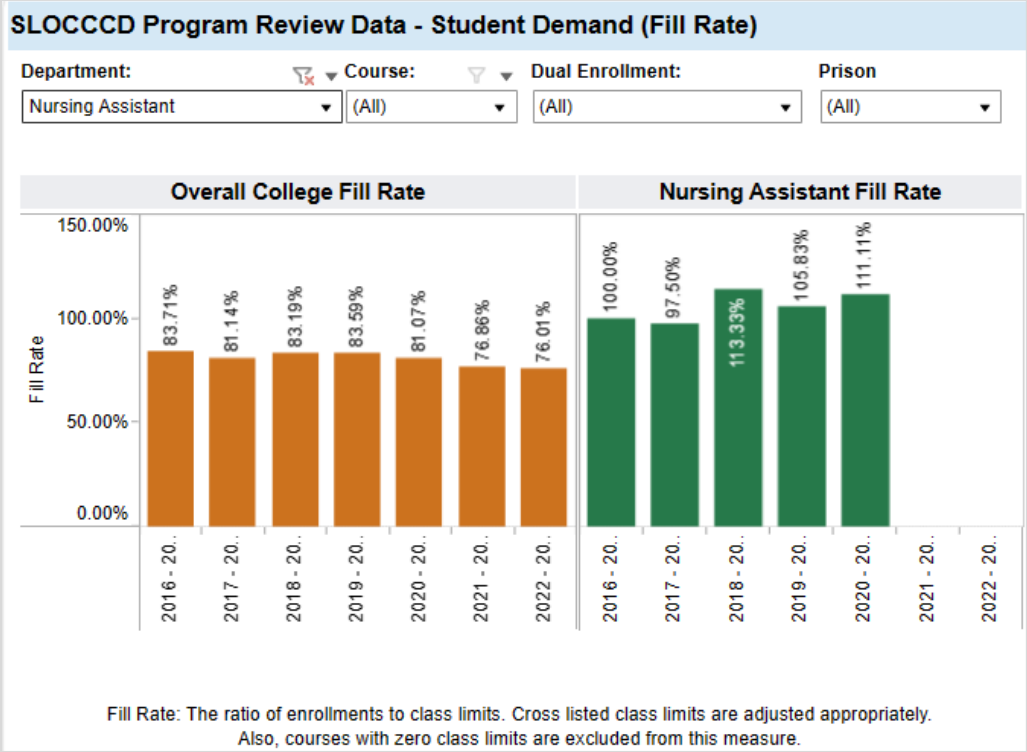
A. General Enrollment (Insert Aggregated Data Chart)



The image above shows the enrollment of 40 students in the 2020-21 academic year which includes the offering of the program in the Spring 2021 semester. Data is not

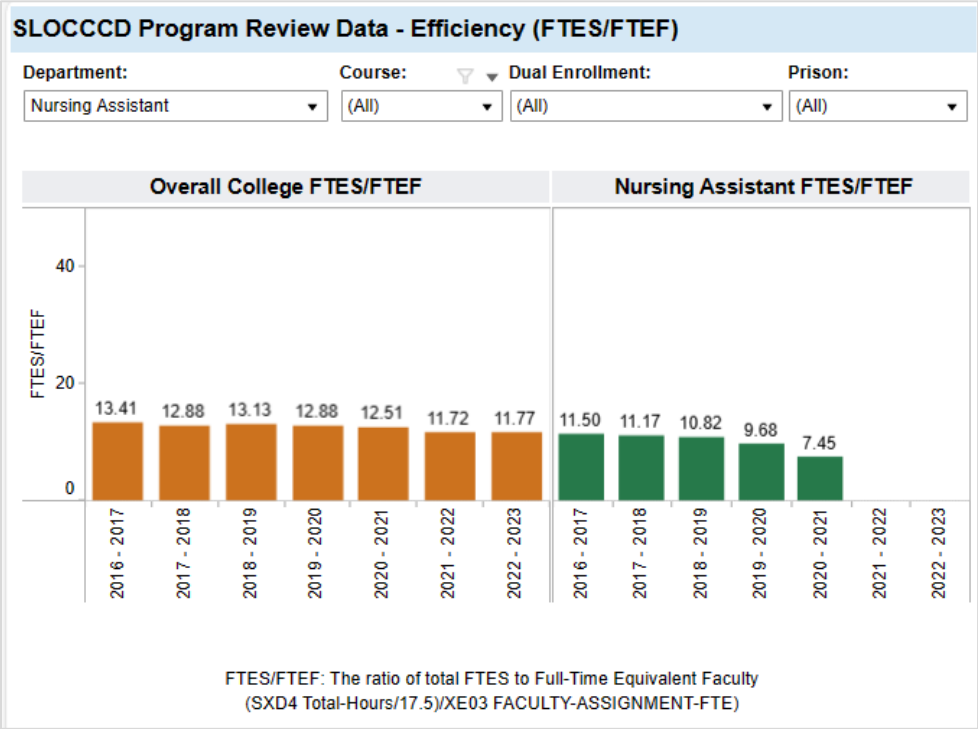
available for the 2021-22 and 2022-23 academic years representing when the program was dormant. Although the program relaunched in Summer 2023, the enrollment will be represented in the 2023-24 academic year.

B. **General Student Demand (Fill Rate) (Insert Aggregated Data Chart)**



The general student demand fill rate has ranged between 98% and 111% in previous academic years. The program is in high demand and always has a waitlist. Data for academic years starting from 2020-21 is not available and represents when the program was offline. The Summer 2023 data will be reported in the 2023-2024 academic year.

C. General Efficiency (FTES/FTEF) (Insert Aggregated Data Chart)



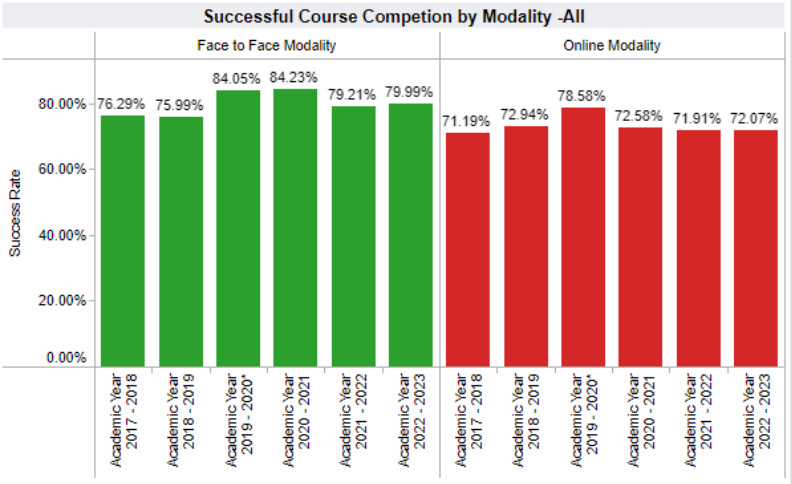
The general efficiency for the program ranged near or above 10 FTES/FTEF in previous years. The program was offered once during the 2020-21 academic year and the decline in FTES/FTEF is represented in the data. Data for the course offering starting in Spring 2023 will be represented in the 2023-2024 academic year.

D. Student Success—Course Completion by Modality (Insert Data Chart)

College course completion rate Face to Face and online Modality

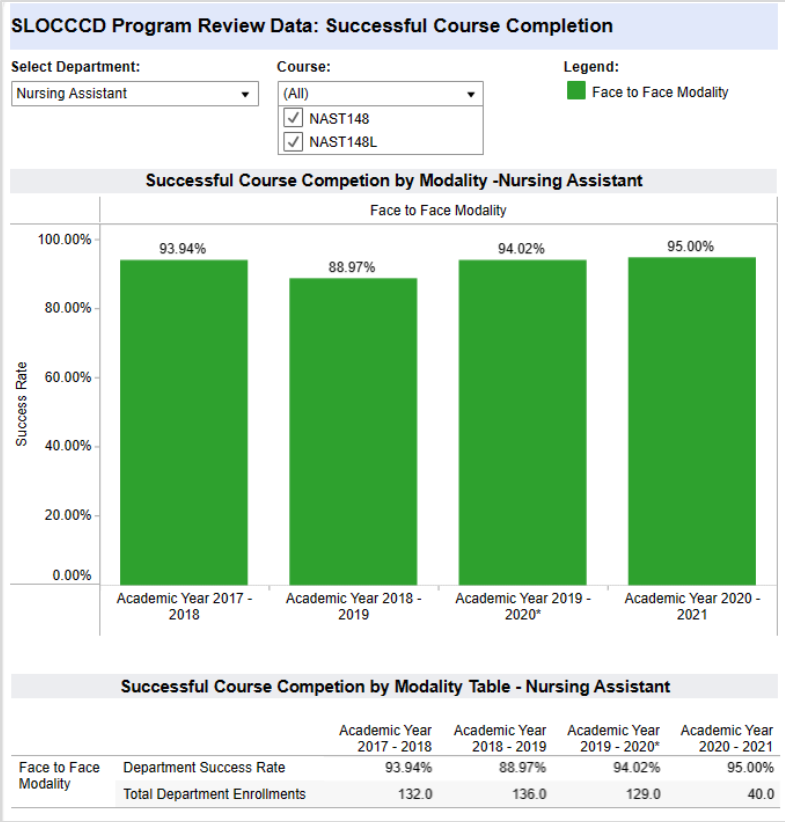
SLOCCCD Program Review Data: Successful Course Completion

Select Department: (All) Course: (All) Legend: Face to Face Modality, Online Modality



Successful Course Competion by Modality Table - All

		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021	Academic Year 2021 - 2022	Academic Year 2022 - 2023
Face to Face Modality	Department Success Rate	76.29%	75.99%	84.05%	84.23%	79.21%	79.99%
	Total Department Enrollm..	56,413	54,302	52,243	11,771	22,398	30,997
Online Modality	Department Success Rate	71.19%	72.94%	78.58%	72.58%	71.91%	72.07%
	Total Department Enrollm..	12,968	15,145	17,009	48,908	35,172	28,510



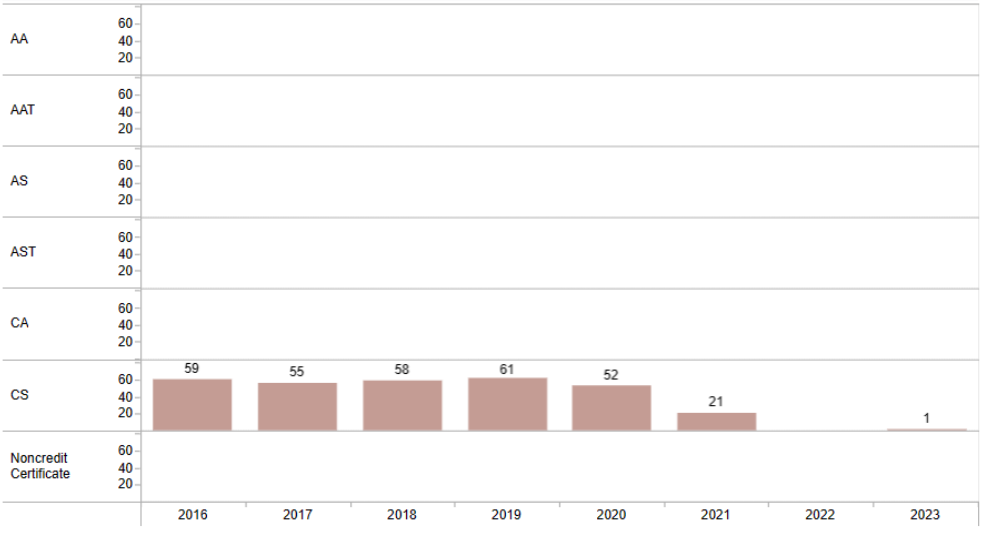
		Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021
Face to Face Modality	Department Success Rate	93.94%	88.97%	94.02%	95.00%
	Total Department Enrollments	132.0	136.0	129.0	40.0

The student success course completion has consistently been near and above 90% in the 2017-18 through 2020-21 academic years. Data after 2020-21 is not available. The first chart demonstrates the overall college completion rate at 79.9% compared to 95% for year 2020-2021.

E. Degrees and Certificates Awarded (Insert Data Chart)

SLOCCCD Program Review Data: Degrees and Certificates Awarded

Program: Certified Nurse Assistant | Award Type: Nursing Assistant (CS) | Area of Study: (All)

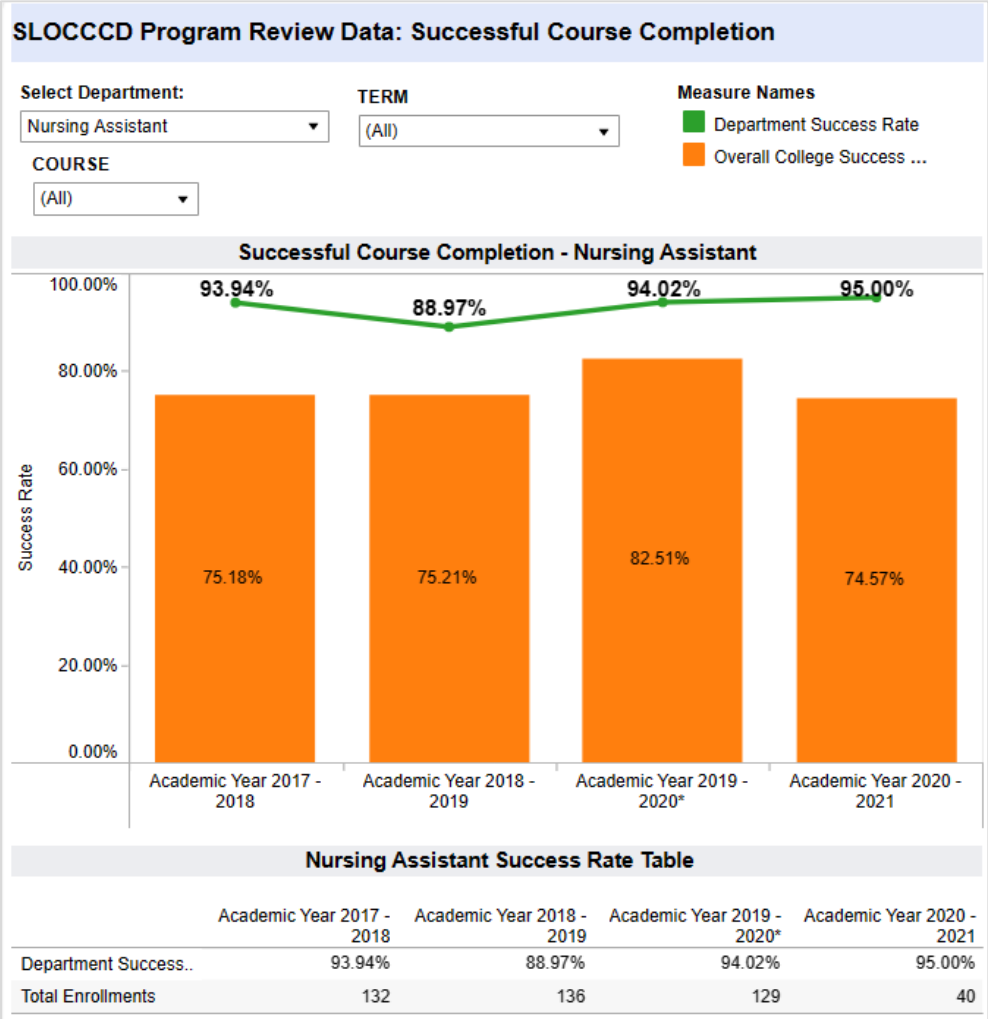


Program Awards Table

Award Type	Award	2016	2017	2018	2019	2020	2021	2022	2023
CS	Nursing Assistant (CS)	59	55	58	61	52	21		1
	Total	59	55	58	61	52	21		1
Grand Total		59	55	58	61	52	21		1

The program was offline from 2020-21 through 2022-23 academic years except for Spring 2021. The data shows 21 certificates awarded in the 2020-21 academic year representing the last time the program was in session until its relaunch in Summer 2023. One certificate was awarded in 2023 and may have been due to late conferring of the certificate.

F. General Student Success – Course Completion (Insert Aggregated Data Chart)



Nursing Assistant Success Rate Table

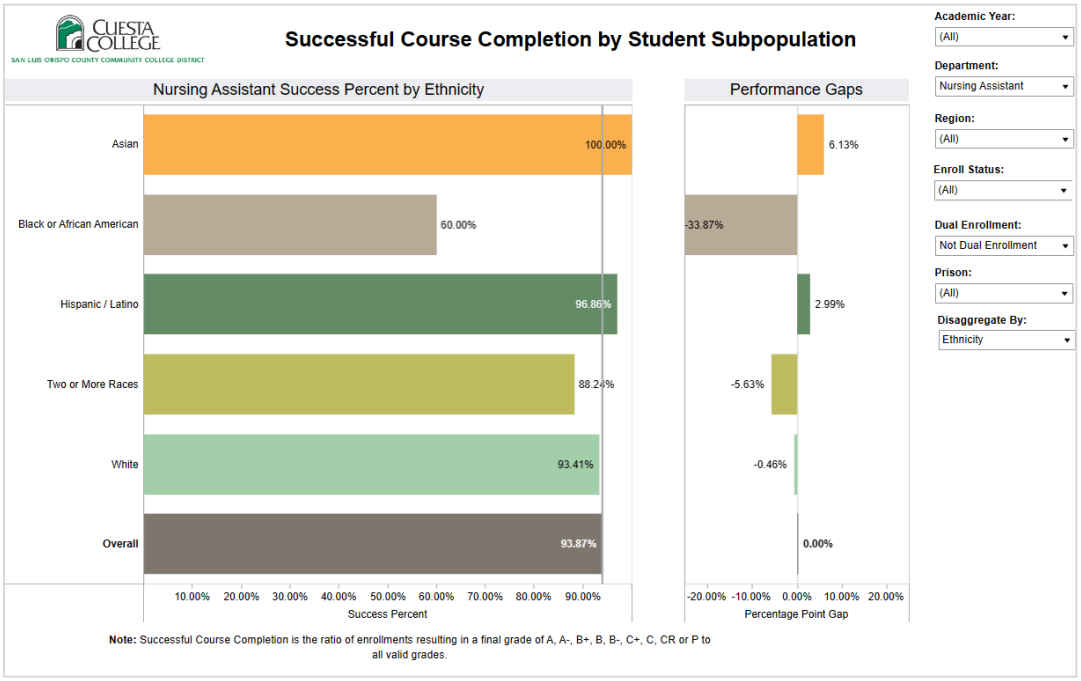
	Academic Year 2017 - 2018	Academic Year 2018 - 2019	Academic Year 2019 - 2020*	Academic Year 2020 - 2021
Department Success..	93.94%	88.97%	94.02%	95.00%
Total Enrollments	132	136	129	40

The general student success course completion rate for the program has been near or above 90% and greater than the college's course completion rate. Students are closely monitored while in the program and resources to support success are provided.

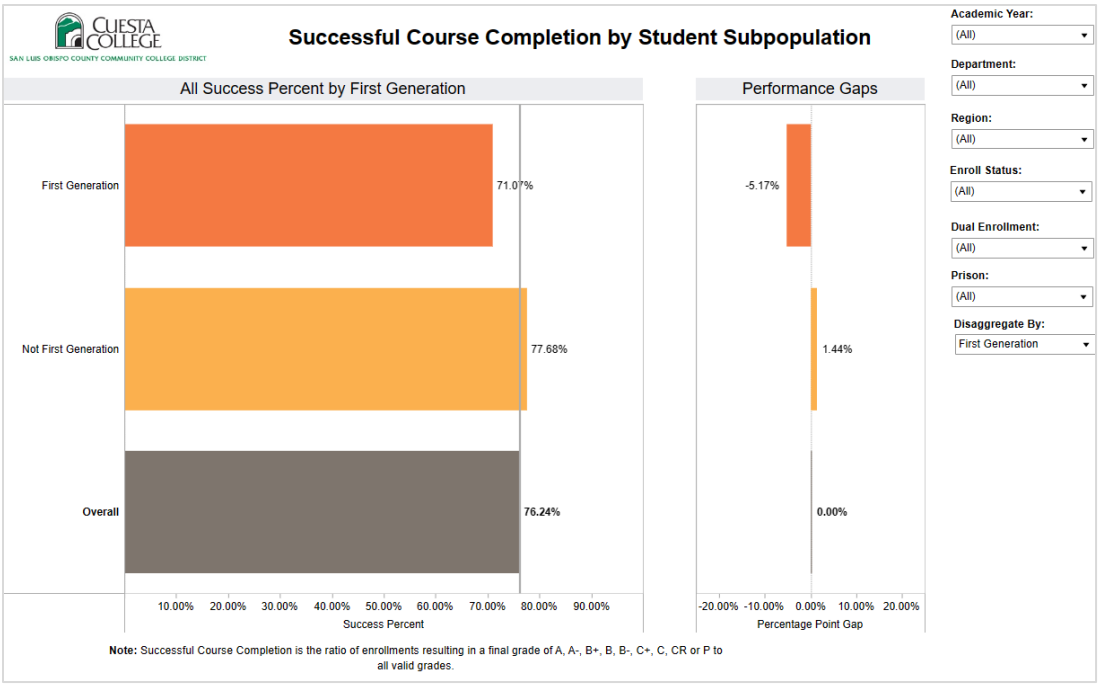
G. Review the **Disaggregated Student Success** charts; include any charts that you will reference. Describe any departmental or pedagogical outcomes that have occurred as a result of programmatic discussion regarding the data presented.

The following are some questions you might want to consider:

- What specific groups are experiencing inequities? What patterns do you notice in the data? How have the equity gaps changed since the previous academic year?
- What professional opportunities are your program faculty participating in to address closing equity gaps?
- What strategies, policies and/or practices in your program have you implemented or what could be improved to better support students who experience equity gaps?



Data obtained for disaggregated data based on ethnicity shows that the program is diverse. However, performance gaps are seen in students of Black/African-American and mixed race. Performance gaps could be due to language barriers and socioeconomic status. Students may work full-time and have competing priorities impeding their ability to be successful.



Data obtained for disaggregated data based on first generation shows a performance gap for students who are first generation than those who are not first generation. Students who are first generation may need more guidance and assistance with college level studying skills.

Programs and Curriculum Review PROGRESS

A. For the following questions, please refer to the 5-year update calendar in the **Curriculum Review Worksheet** (or classic template if your last CPPR was conducted before 2023) from your most recent CPPR.

List those programs of study (degrees and/or certificates) and courses that were scheduled for major or minor modification during the 2022-2023 year in the 5-year calendar of the Curriculum Review Worksheet.

- **NURSING ASSISTANT, CS**

From the list generated in #1, identify those programs of study and courses that underwent the scheduled modifications during the 2022-2023 year. Complete the table below for those items only.

Program of Study OR Prefix and Course #	Major/Minor Modification (select one)	Date completed (semester and year)
None		

From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were scheduled during the 2022-23 year. Complete the table below for those items only.

Program of Study OR Prefix and Course #	Past Due Date for Modification	Briefly state why modification was not completed on schedule	Re-scheduled date for modification (must be within 1 year)
N/A			

B. For the following questions, please refer to Part A, #3 of the previous year's APPW (please also refer to any APPW completed since your most recent CPPR which have incomplete curriculum updates that aren't already referenced in the previous year's APPW).

List those programs of study and courses that are listed in previous APPW that were listed under #3. Complete the table below for those items only. If there were no courses included under #3 of previous APPW, please type "N/A" in the first row of the table.

Program of Study OR Prefix and Course #	**Past Due Date for Modification**	**Re-scheduled date for modification**	**Completed (yes or no)**
N/A			

From the list generated in #1, identify those programs of study and courses that did **not** undergo the modifications for which they were scheduled during the 2022-23 year. Complete the table below for those items only. You may leave this table blank if you wrote "N/A" for the previous table.

Program of Study OR Prefix and Course #	**Past Re-scheduled Due Date for Modification**	**Briefly state why modification was not completed as rescheduled**	**Second re-scheduled date for modification (must be within 6 months)**

Other Relevant Program Data (optional)

Provide and comment on any other data that is relevant to your program such as state or national certification/licensure exam results, employment data, etc. If necessary, describe origin and/or data collection methods used.

A report from CDPH could not obtained to demonstrate the pass rates for the program. However the last class had 10 out of 14 students complete the course and obtain certification.

Program Outcomes Assessment Checklist and Narrative Checklist

☒ SLO assessment cycle calendar is up to date.
☒ All courses scheduled for assessment have been assessed in eLumen.
☐ Program Sustainability Plan progress report completed (if applicable).

NARRATIVE

Briefly describe program changes, if any, which have been implemented in the previous year as a direct result of the Program or Student Services Learning Outcomes Assessment. *If no program changes have been made as results of Program or Student Services Learning Outcomes Assessment, indicate: NONE.*

The program is taught and delivered at the North County Campus. The program has available classroom space and there are clinical sites are available to conduct the clinical practicum. The program accreditation was renewed April 2023.

PROGRAM PLANNING / FORECASTING FOR THE NEXT ACADEMIC YEAR

Briefly describe any program plans for the upcoming academic year. These may include but are not limited to the following: *(Note: you do not need to respond to each of the items below)*. *If there are no forecasted plans for the program, for the upcoming year, indicate: NONE.*

A. New or modified plans for achieving program-learning outcomes and addressing equity gaps

   The student in this program represents a greater diversity of backgrounds and represent a large variation in age range. The majority of students in this program are entering into the first stages of healthcare pathways

B. Anticipated changes in curriculum, scheduling or delivery modality

   The program plans to focus on student success and healthcare pathway achievement. We are aiming to teach this short course class over 9 weeks at the start of the semester so that students who want to enter into the Licensed Vocational Nurse (LVN) program have the opportunity to complete their certification of the National Nurse Aide Assessment Program for California, which is required to apply.

C. Levels, delivery or types of services

   The levels of delivery are tightly regulated by the state of California including the curriculum presented to the students and clinical and class hours. We recently received our ongoing approval for our program through the California Department of Public Health.

D. Facilities changes

   The program has maintained classroom space on North County campus with adequate space and supplies to address the number of students. The larger issue is with our community partners and have open clinical spaces for a full CAP for the program. This is a post pandemic issue that has not changed. We are limited with the number of students because we do not have clinical capacity.

E. Staffing projections

The program has in previous years enrolled above the enrollment cap due to the availability of more instructors however due to retirements and the post pandemic loss of clinical space, the program has not been able to run at full capacity.

Program Sustainability Plan Progress Report

This section only needs to be completed if a program has an existing Program Sustainability Plan. Indicate whether objectives established in your Program Sustainability Plan have been addressed or not, and if improvement targets have been met.

Area of Decline or Challenge	Identified Objective (Paste from PSP)	Planning Steps (Check all that apply)	Has the Improvement Target Been Met?
Enrollment		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**
Student Demand (Fill Rate)		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**
Efficiency (FTES/FTEF)		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**
Student Success – Course Completion		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**
Student Success — Course Modality		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**
Degrees and Certificates Awarded		☐ Identified ☐ Resources Allocated ☐ Implemented	**Select one**

If Program Sustainability Plan is still necessary, provide a brief description of how you plan to continue your PSP and update your PSP to remove any objectives that have been addressed and include any new objectives that are needed.