

Annual Program Review (Annual Update): World Languages - Division 10 - Arts, Humanities, Social Sciences - World Languages

I. Main

Overview

Academic Year 2024 - 2025

Originator Perez, David

Division Division 10 - Arts, Humanities, Social Sciences

Department World Languages

Programs

II. Co-Contributors

Questions? Find answers in [CurricUNET User Manual](#).

Contributor

Open the Form Properties to select co-contributors and assign permissions.

III. Annual Update

1. New Goal

Replace a full-time position due to an instructor retiring.

Please describe your status (No more than 200 words)

NA

Alignment to Strategic Goal Goal 1: Student Success, Completion, and Transfer - To provide a structured and supportive pathway for students to successfully complete their academic and career goals.

Alignment to SLO or SAO SLO

Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results

Mission Statement

Expanding Access and Engagement: A new Spanish instructor increases course availability, prevents cancellations or waitlists, and ensures students can take the language classes they need. This *actively engages* students by giving them reliable access to required transfer, degree, and CSU/UC language pathways. **2. Promoting Equity for Diverse Student Populations** Spanish is a critical subject for a college with a significant Latino/a/x population. Adding an instructor helps: Provide culturally responsive curriculum Support students who are heritage speakers, Increase representation among faculty

This *empowers students of all backgrounds* and supports equitable success across demographic groups. Hiring a new Spanish instructor aligns with Gavilan College's mission because it increases

equitable access to essential language education, supports diverse student populations, and empowers students to achieve their full academic, social, and economic potential.

Proposed Activity to Achieve Goal

Hire new instructor

Responsible Party Spanish dept./ Executive and leadership council.

Timeline to Completion: Semester/Year Fall 2026

How Will You Evaluate Whether You Achieved Your Goal

Upon hiring instructor our goal will be achieved

Additional Comments

2. Previous Goals Student usage of Guided Pathways will increase by 5% yearly.

Proposed Activity to Achieve Goal:

We want to develop a guide to allow our students to efficiently complete Guided Pathways.

Responsible Party:

David Perez, Albert Marques

Total Three Year Resource Allocation Request:

0

Timeline to Completion Month / Year:

August / 2026

How Will You Evaluate Whether You Achieved Your Goal:

1. Track the number of students utilizing the Guided Pathways guide to establish a baseline.
2. In one year, evaluate the number of students efficiently completing Guided Pathways.

Please describe your status (No more than 200 words)

Status, Based on the data we've increased our enrollment and success rate from the previous years. However, we don't have any metric to determine if student usage of Guided Pathways has increased. Highlights of the Spanish Program include being at or above Gavilan College standards. Our goals for the next three years are to continue to increase the use of technology, add more tutors and shorten our Immersion Program by adding a hybrid component. Additionally, we want to increase FTES by adding more courses and allowing our students to efficiently complete our Guided Pathway.

We've increased our technology with our program by using the Vista Higher Learning online program. We've offered more Spanish speaking tutors to the learning center. We've shortened our Immersion program from 4 weeks to 3 weeks and added a hybrid component. We've offered more courses to help increase FTES.

Did you request the same resources the previous year? If so, what was the result? Has there been a significant change since your request?)

Has there a been a significant change since your request? Yes, we requested the same resources and our successful results have been maintained.

Alignment to Strategic Goal

Alignment to SLO or SAO

Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results
Mission Statement

NA as is Previous Goal

Proposed Activity to Achieve Goal

NA as is Previous Goal

Responsible Party NA as is Previous Goal

Timeline to Completion: Semester/Year NA as is Previous Goal

How Will You Evaluate Whether You Achieved Your Goal

NA as is Previous Goal

Additional Comments

3. Previous Goals Increase our tutoring services for our students by 5%

Proposed Activity to Achieve Goal:

We will continue to incorporate the use of technology for all our courses to increase the tutoring services. We will work with the tutoring center to help recruit tutors.

Responsible Party:

David Perez, Albert Marques

Total Three Year Resource Allocation Request:

0

Timeline to Completion Month / Year:

August / 2026

How Will You Evaluate Whether You Achieved Your Goal:

1. Track the number of language students utilizing tutoring services to establish a baseline. 2. In two years, compare student retention and success based on increased services.

Please describe your status (No more than 200 words)

COMPLETE

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Alignment to Strategic Goal

Alignment to SLO or SAO

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Mission Statement

NA as is Previous Goal

Proposed Activity to Achieve Goal

NA as is Previous Goal

Responsible Party NA as is Previous Goal

Timeline to Completion: Semester/Year NA as is Previous Goal

How Will You Evaluate Whether You Achieved Your Goal

NA as is Previous Goal

Additional Comments

4. Previous Goals Increase enrollment and FTES of face to face courses by 5%

Proposed Activity to Achieve Goal:

Offer more hybrid courses, and we will shorten our Immersion Program by adding a hybrid component and reducing the stay from four weeks to three weeks.

Responsible Party:

David Perez, Albert Marques

Total Three Year Resource Allocation Request:

0

Timeline to Completion Month / Year:

August / 2026

How Will You Evaluate Whether You Achieved Your Goal:

1. Survey to students to find out preferred modality, time of day when courses are offered to establish baseline. 2. Evaluate data and based on analysis, plan a new optimized schedule for the courses.

Please describe your status (No more than 200 words)

COMPLETE

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Alignment to Strategic Goal

Alignment to SLO or SAO

Describe the connection of Goal to Mission Statement, Strategic Plan and SLO/SAO Results

Mission Statement

NA As this is a previous goal

Proposed Activity to Achieve Goal

NA As this is a previous goal

Responsible Party NA As this is a previous goal

Timeline to Completion: Semester/Year NA As this is a previous goal

How Will You Evaluate Whether You Achieved Your Goal

NA As this is a previous goal

Additional Comments

IV. Resource Requests

Click Add Item to Enter a Resource Request

1. 1. Request Name (short title) Hire FT Instructor
2. Request amount
3. Type of Request Personnel
4. Alignment to Goal(s) Replace a full-time position due to an instructor retiring.
5. Is this a one-time or ongoing expense. One-time
6. Category of Request (Select all that apply).
 - Full-Time Faculty

7. The committee will separate goals with resource requests. Requests will be categorized into two groups: those to be ranked and those not ranked. The requests not ranked include Safety, Compliance, Personnel, and Position. Which of the following best describes your requests?

- Personnel and Position: Requests that involve hiring, staffing, or reclassifying full-time or part-time faculty or staff. These requests are reviewed and approved through a separate process by the Faculty Staffing Committee or the Executive and Leadership Council.

8. Provide a complete description, justification, or rationale for the requested amount. Describe how it aligns to the selected goal(s) and your responses to the above questions. (300 words)

Expanding Access and Engagement A full-time instructor will provide a better campus presence that will ensure better follow through to student's needs.

V. Executive Summary

Please provide a brief executive summary regarding program trends and highlights that surfaced in the writing of this report. Summarize, using narrative, your program goals for this year. Your audience will be your Peer Review Team, the program review Committee, President's Cabinet, Dean's Council, ASGC, Academic Senate, Budget Committee and Board of Trustees (300 words or less).

The Spanish program offers classes at all levels. We offer classes for beginners and classes for Hispanic speakers. We offer courses for the non-majors who need the GE and the majors who may

want to transfer to 4-year institutions. We successfully updated the following:

1. Immersion program from 4 weeks to 3 weeks along with a hybrid component

2. Offered more tutors

3. Increased course offerings

Future goals are to hire a new full-time instructor and increase our high school outreach.

VI. Attach Files

If there is any additional information regarding your program that you will like to have uploaded, please attach it here.

Attached File