

**\*\*Use this template in years when a Core Topic is not selected\*\***

## **YEARLY PLANNING DISCUSSION TEMPLATE**

### **General Questions**

**Program Name**    **Basic Skills**    **Academic Year** **2024-2025**

1. Has your program mission or primary function changed in the last year?

No Changes.

2. Were there any noteworthy changes to the program over the past year? (eg, new courses, degrees, certificates, articulation agreements)

No Changes.

### **Learning Outcomes Assessment**

- a. Please summarize key results from this year's assessment.

PLOs are not currently being collected or entered in SPOL. This will be a future project that will need to be addressed.

We have records showing that 14 students passed the four tests required to obtain the GED Certificate.

- b. Please summarize your reflections, analysis, and interpretation of the learning outcome assessment and data.

- c. Please summarize recommendations and/or accolades that were made within the program/department.

- d. Please review and attach any changes to planning documentation, including PLO rubrics, associations, and cycles planning.

3. Were there any staffing changes?

There have been staffing changes. More instructors have been hired and they are bilingual

4. What were your program successes in your area of focus last year?

Improvements resulting from addressing the lack of awareness regarding the various certificates, the course sequencing and the shortage of instructors.

### **CTE two-year review of labor market data and pre-requisite review**

#### **BASK is not a CTE program**

5. Does the program meet documented labor market demand?
6. How does the program address needs that are not met by similar programs?
7. Does the employment, completion, and success data of students indicate program effectiveness and vitality? Please, explain.

8. Have recommendations from the previous report been addressed?

Some recommendations. New bilingual instructors have been hired, and improvements in the course sequencing have been considered.

Use the tables below to fill in **NEW** resources and planning initiatives that **do not apply directly to core topics**. ***This section is only used if there are new planning initiatives and resources requested.***

#### **Sample:**

<b>New Program Planning Initiative (Objective) – Yearly Planning Only</b>	
<b>Title (including number:</b>	<i>ER Obj-2 Video Speeches for Student Learning and enhancement</i>
<b>Planning years:</b>	<i>(The academic years this will take to complete) 2021-22 to 2024-25</i>

**Description:**

*(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)*

The success levels of our courses have indicated that students need to be able to review their own speeches. Videotaping the student's speech provides a very constructive approach to review and improve their oratory skills.

**What college plans are associated with this Objective? (Please select from the list below):**

c

Ed Master Plan

Student Equity Plan

Guided Pathways

AB 705

Technology Plan X

Facilities Plan

Strong Workforce

Equal Employment Opp.

Title V

**Resource Requests:** Please use the Resource Request Excel template located on the Program Review web page to enter resource requests for equipment, supplies, staffing, facilities, and misc. resources needed. Send completed excel document along with completed program view core topic for signature.

New Program Planning Initiative (Objective) – Yearly Planning Only	
<b>Title (including number:</b>	
<b>Planning years:</b>	<i>(The academic years this will take to complete)</i>
<b>Description:</b> <i>(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)</i>	

What college plans are associated with this Objective? (Please select from the list below):

C
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Ed Master Plan

Student Equity Plan

Guided Pathways

AB 705/1705

Technology Plan

Facilities Plan

Strong Workforce

Equal Employment Opp.

Title V

**New Program Planning Initiative (Objective) – Yearly Planning Only**

**Title (including  
number:**

**Planning years:** *(The academic years this will take to complete)*

**Description:**

*(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)*

What college plans are associated with this Objective? (Please select from the list below):

C
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Ed Master Plan

Student Equity Plan

Guided Pathways

AB 705/1705

Technology Plan	Facilities Plan	Strong Workforce	Equal Employment Opp.
Title V			

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number):	
Planning years:	<i>(The academic years this will take to complete)</i>
<p align="center"><b>Description:</b></p> <p><i>(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)</i></p>	
<p><b>What college plans are associated with this Objective? (Please select from the list below):</b></p> <div style="border: 1px solid black; height: 100px; width: 600px; margin: 10px auto;"></div>	
Ed Master Plan	Student Equity Plan
Technology Plan	Facilities Plan
Guided Pathways	Strong Workforce
AB 705/1705	Equal Employment Opp.
Title V	

New Program Planning Initiative (Objective) – Yearly Planning Only
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<b>Title (including number:</b>	
<b>Planning years:</b>	<i>(The academic years this will take to complete)</i>
<p align="center"><b>Description:</b></p> <p><i>(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)</i></p>	
<p><b>What college plans are associated with this Objective? (Please select from the list below):</b></p> <div style="border: 1px solid black; height: 100px; width: 600px; margin: 10px auto;"></div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div>Ed Master Plan</div> <div>Student Equity Plan</div> <div>Guided Pathways</div> <div>AB 705/1705</div> </div> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div>Technology Plan</div> <div>Facilities Plan</div> <div>Strong Workforce</div> <div>Equal Employment Opp.</div> </div> <div style="margin-top: 20px;"> <div>Title V</div> </div>	

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AB 705/1705

Technology Plan

Facilities Plan

Strong Workforce

Equal Employment Opp.

Title V

Program Review Signature Page:

*Lilia Wambolt*

[Lilia Wambolt \(Dec 3, 2025 15:41:23 PST\)](#)

Program Review Lead

Dec 3, 2025

Date

*Shirley Panigrahy*

Program Dean

Dec 3, 2025

Date

*[Signature]*

Vice President, Student Services

Dec 4, 2025

Date















# Wambolt,Lilia-BASK\_Yearly Planning Discusion \_2024-2025 (1)

Final Audit Report

2025-12-04

Created:	2025-12-03
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