1. Assessment Plan - Three Column

PIE - Technology & Health: Mental Health Unit

Unit Goals	Resources Needed	1. Where We Make an Impact: Closing the Loop on Goals and Resources
Board Scores - Maintain passing score on State Board Examination for program's first-time test takers at 90% or higher **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21		
Cohort start - Begin each cohort with a full class of 48 students **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	**Report directly on Goal**	**Reporting Year:** 2019-20 **% Completed:** 100 The program has begun the last two classes with a full cohort of 48 students. (05/14/2020)
		Reporting Year: 2018-19 **% Completed:** 100 The program has begun the last two cohorts full classes of 48 students. (04/03/2019)
		Reporting Year: 2017-18 **% Completed:** 100 Program has started with full cohorts of 48 students for the last two class sumbissions (05/21/2018)
	Request - Full Funding Requested - Funding for materials to promote programs at local high schools/adult education programs. ***Describe Plans & Activities Supported (Justification of Need):** Would like to establish Pathways partnerships with local high schools/adult education programs to increase pool of candidates entering	**Reporting Year:** 2019-20 **% Completed:** 0 No progress was made on this goal. (05/14/2020)
		Reporting Year: 2018-19 **% Completed:** 0 Establishment of pathways partnership with Noncredit Division (Adult Basic Education) has begun. The program has requested Perkins funding for student ambassadors for outreach. (04/03/2019)

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	the psychiatric technician and alcohol/drug counseling programs. ***Lead:** Bruce Nixon **What would success look like and how would you measure it?:** Will increase the number of applicants to programs. Number of students reporting that they heard about the program through partnership with local high school/adult education program will increase. **Type of Request:** STAFFING: Requests for permanent employee positions or temporary/hourly employees. **Planning Unit Priority:** Medium **One-Time Funding Requested (if applicable):** 1000 **Total Funding Requested:** 1000	
Retention - Increase student retention throughout the program **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	**Report directly on Goal**	**Reporting Year:** 2018-19 **% Completed:** 100 Student tutors no longer utilized by the program. (04/08/2019)
Clinical sites - Maintain full complement of clinical sites **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	**Report directly on Goal**	**Reporting Year:** 2019-20 **% Completed:** 50 The Alcohol and Drug Counseling Program has developed marketing brochures. The Psychiatric Technician has yet to develop the brochures. (05/14/2020)
	Request - Full Funding Requested - Modified/updated program brochures/advertising material to target potential clinical partners. ***Describe Plans & Activities Supported (Justification of Need):** Program brochures would include something along the lines of "Benefits of partnering with Mt. San Antonio College's Psychiatric	**Reporting Year:** 2018-19 **% Completed:** 0 The psychiatric technician program has gone to an online application process. Updates to the brochure were conducted prior to going "live." Updates for a brochure to be used as a tool for forming partnerships is still in the development phase. (04/08/2019)

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	Technician or Alcohol/Drug Counseling Programs." This would be included in the introductions sent to potential clinical partners. ***Lead:** Bruce Nixon **What would success look like and how would you measure it?:** The program would have increased number and variety of clinical sites. This will become increasingly important if the BVNPT decreases faculty to student ratios to 1:10. **Type of Request:** MARKETING: Requests for services in the areas of graphic design, news, and photography, posting information, communication and social media. **Planning Unit Priority:** Medium **One-Time Funding Requested (if applicable):** 1500 **Total Funding Requested:** 1500	
Educational experience - Increase student success by offering varied clinical/educational experiences **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	**Report directly on Goal**	**Reporting Year:** 2019-20 **% Completed:** 0 Due the the loss of clinical sites due to the COVID-19 pandemic, the Psychiatric Technician Program is currently developing proposals for all weeks to be approved for virtual reality/simulation of clinicals. The program is in the process of developing a partnership with the Animation and Gaming Program, as well as the Health Careers Resource Center to develop and house the simulation programs. Funding will most likely be requested through the Strong Workforce Grant. (05/14/2020)
		Reporting Year: 2018-19 **% Completed:** 0 The program currently has sufficient clinical sites offering varied experiences. No funding required, but will continue to monitor. (04/08/2019)
	Request - Full Funding Requested -	**Reporting Year:** 2019-20

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	Purchase upgrades to Audio-Visual material.	**% Completed:** 0
	*Describe Plans & Activities Supported (Justification of Need): Funding for ADA approved educational resources.	The program has not received funding for updating audio-visual materials, but is looking to utilize free online resources.
	*Lead: Bruce Nixon	Funding will be required for purchasing agreements with online simulation vendors especially for the nursing component of the Psychiatric Technician Program. (05/14/2020)
	What would success look like and how would you measure it?: All program audio-visual educational materials will meet ADA standards.	**Reporting Year:** 2018-19
	Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than $500.	**% Completed:** 0
		No funding for upgrading of audio/visual material was utilized. (04/08/2019)
	Planning Unit Priority: High	**Reporting Year:** 2017-18
	One-Time Funding Requested (if applicable): 1200	**% Completed:** 0
	Total Funding Requested: 1200	Request not funded 2016-2017 Request not funded 2017-2018 Faculty are currently utilizing YouTube audio-visual material that meets ADA requirements. (03/08/2018)	**:** Project not funded as of yet. (07/10/2017)
	Request - Full Funding Requested - Will replace outdated computers (and associated equipment), and printers.	**Reporting Year:** 2018-19
	*Lead: Bruce NIxon	**% Completed:** 100
	What would success look like and how would you measure it?: Outdated/non-functioning computers in the classrooms will be replaced.	The program has granted institutional funds for updating classroom computers. Printers no longer being requested. (04/08/2019)
		Reporting Year: 2016-17
	Type of Request: NON INSTRUCTIONAL EQUIPMENT: Tangible property with useful life of more than one year, other than land or buildings improvements, equal and over $500 per individual item. Used for administrative or non-instructional purposes.	**% Completed:** 0 Funding denied 2016-2017. (07/10/2017)	**:** A number of computers had been replaced via funding in 2015-2016, but older computers and printers need to be replaced. (07/10/2017)
	Planning Unit Priority: High		
	One-Time Funding Requested (if		

applicable): 50000
Total Funding Requested: 50000
Request - Full Funding Requested - Full-time Computer Facilities Assistant
*Describe Plans & Activities Supported (Justification of Need): Due to ongoing replacement of outdated computers and the purchasing of other technology throughout the Technology and Health Division
*Lead: Bruce Nixon
What would success look like and how would you measure it?: All technology within the division will have adequate support services to maintain existing equipment as well as set up new equipment as it is purchased.
Type of Request: STAFFING: Requests for permanent employee positions or temporary/hourly employees.
Planning Unit Priority: High
On-Going Funding Requested (if applicable): 50000
Total Funding Requested: 50000

Reporting Year: 2019-20
% Completed: 0
Funding was not provided for a full-time computer facilities assistant (05/14/2020)

Request - Full Funding Requested - Clinical simulation programs (Swift River)
*Describe Plans & Activities Supported (Justification of Need): Licensing fee for students to utilize simulation programs from an outside vendor
*Lead: Bruce Nixon
What would success look like and how would you measure it?: Students will be able to access clinical simulation programs when clinical

sites are not available due to Covid-19 restrictions

Type of Request: INSTRUCTIONAL EQUIPMENT: Equipment, library material, or technology for classroom instruction, student instruction or demonstration, or in preparation of learning materials in an instructional program, equal or over $500.

Planning Unit Priority: Urgent

One-Time Funding Requested (if applicable): 20000

Total Funding Requested: 20000

Request - Full Funding Requested - Development of virtual reality simulation programs

*Describe Plans & Activities Supported (Justification of Need): Psych Tech would like to partner with the Health Careers Resource Center and the Animation and Gaming Department to develop virtual reality simulation programs

*Lead: Bruce Nixon, Connie Kunkler, and Sunil Thankamushy

What would success look like and how would you measure it?: Virtual reality simulation programs will be developed for content in nursing, intellectual/developmental disabilities, and mental health

Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than $500.

Planning Unit Priority: Urgent

One-Time Funding Requested (if applicable): 10000

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	Total Funding Requested: 10000	

Technology - Students will have access to the latest technology/equipment
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21

Request - Full Funding Requested - Examination generation/grading software with sophisticated data analysis capabilities
***Describe Plans & Activities Supported (Justification of Need):** Enhanced examination generation/grading software would allow for more sophisticated item analysis, addition/deletion of questions, creation of test banks that could be moved in mass to generate examinations.
***Lead:** Bruce Nixon
What would success look like and how would you measure it?: Examination analysis would become more refined. Examinations could be modified more efficiently
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than $500.
Planning Unit Priority: Low
One-Time Funding Requested (if applicable): 500
Total Funding Requested: 500

Reporting Year: 2019-20
% Completed: 0
Funding has not been provided for updated examination generation/grading software (05/14/2020)

Reporting Year: 2018-19
% Completed: 0
Not implemented yet. (04/08/2019)

Reporting Year: 2017-18
% Completed: 0
Not funded 2017-2018 (05/21/2018)

Reporting Year: 2016-17
% Completed: 0
Not funded 2016-2017 (07/10/2017)

: Funding pending. (07/10/2017)

"Just in Time" learning - Students will be able to access information on a "real-time" basis
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21

Request - Full Funding Requested - Personal Protective Equipment (PPE), including N95 masks and gloves.
***Describe Plans & Activities Supported (Justification of Need):** With Covid-19 restrictions in place the program is unable to have any

person-to-person contact without PPE. The BVNPT does not allow more than 50% clinical simulation, so face-to-face contact is required for students to meet clinical hours.
*Lead: Bruce Nixon
What would success look like and how would you measure it?: Students and faculty will be able to interact with each other and with clients in a clinical setting, thereby meeting the BVNPT's clinical hour requirement.
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than $500.
Planning Unit Priority: Urgent
One-Time Funding Requested (if applicable): 30000
Total Funding Requested: 30000
Request - Full Funding Requested - Cleaning supplies
*Describe Plans & Activities Supported (Justification of Need): In order to meet requirements for face-to-face learning environment, the classroom setting will have to be cleaned after each student contact. This requires cleaning supplies.
*Lead: Bruce Nixon
What would success look like and how would you measure it?: Universal precautions will be followed when meeting in a face-to-face manner in a classroom environment
Type of Request: SUPPLIES AND MATERIALS: Instructional supplies

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	and materials are items to be used by students, faculty and other personnel in connection with an instructional program, less than $500. **Planning Unit Priority:** Urgent **One-Time Funding Requested (if applicable):** 15000 **Total Funding Requested:** 15000	
Student competition - Students will participate in student competitions on a state and national level **Status:** Active **Goal Year(s):** 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	**Request - Full Funding Requested -** Faculty and student participation in HOSA ***Describe Plans & Activities Supported (Justification of Need):** Program students and faculty club advisors will participate in State and National HOSA competition/leadership conferences. ***Lead:** Mary-Ellen Reyes **What would success look like and how would you measure it?:** Students and faculty will attend State and National Leadership Conferences **Type of Request:** OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD. **Planning Unit Priority:** High **On-Going Funding Requested (if applicable):** 50000 **Total Funding Requested:** 50000	**Reporting Year:** 2019-20 **% Completed:** 0 Funding was provided for participation in competitions but was not utilized due to the COVID-19 outbreak. The competitions were cancelled. It is hoped that funding will be granted for 20-21. (05/14/2020) **Reporting Year:** 2018-19 **% Completed:** 100 Student and faculty funding for HOSA fully funded in 18-19. Additional funding to be requested in 19-20 (04/08/2019) **Reporting Year:** 2017-18 **% Completed:** 100 Students and faculty participation in HOSA state and national leadership conferences fully funded in 2017-2018. Plan to continue requesting funding for participation in 2018-2019 (05/21/2018) **Reporting Year:** 2016-17 **% Completed:** 100 Faculty and students funded for participation in both state and international competitions (07/10/2017) **:** Students and faculty advisors were able to participate in state and international competition. All student participants were medalists at the state level, and all were finalists at the international level, with 6 medalists at the international level. (07/10/2017)
Faculty training and Best Practice - Faculty will remain current with best practice **Status:** Active	**Request - Full Funding Requested -** Train key department faculty as Certified CPI Assault Response Instructors	**Reporting Year:** 2019-20 **% Completed:** 50 3 full-time faculty are currently certified as instructors. This is an ongoing funding request, as this is required to

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Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21	***Describe Plans & Activities Supported (Justification of Need):** Key department will be trained as Certified Assault Response Trainers. This is a requirement to maintain clinical site agreements. ***Lead:** Bruce Nixon **What would success look like and how would you measure it?:** Faculty will train students in assault response and maintain clinical sites. **Type of Request:** OTHER OPERATING EXPENSES AND SERVICES: Requests for contracted, legal/ audit, personal/ consultant, rent/ leases, repairs/ maintenance, and other misc. services. May also include request for travel and conference that does not require the assistance of POD. **Planning Unit Priority:** Urgent **On-Going Funding Requested (if applicable):** 12000 **Total Funding Requested:** 12000	maintain clinical sites. (05/14/2020) **Reporting Year:** 2018-19 **% Completed:** 100 Funding for CPI certification has been institutionalized. Will continue to assure that funding occurs on an annual basis through college sources. (04/08/2019) **Reporting Year:** 2017-18 **% Completed:** 50 Funded, but certification does not expire until 2019. Plan to roll over funding to 2018-2019 fiscal year. (05/21/2018) **Reporting Year:** 2016-17 **% Completed:** 100 4 program faculty are currently certified as instructors. (07/10/2017) : Clinical site requirements for assault response training continue to be met. (07/10/2017)
	Request - Full Funding Requested - Faculty attendance at CAPTE ***Describe Plans & Activities Supported (Justification of Need):** Faculty will attend CAPTE conference to be held at Cuesta College in Central California. ***Lead:** All program full-time **What would success look like and how would you measure it?:** Faculty will attend CAPTE conference, and increase knowledge of best practice and trends in field. Faculty will also network with educators from other parts of the state. **Type of Request:** PROFESSIONAL & ORGANIZATION DEVELOPMENT	**Reporting Year:** 2019-20 **% Completed:** 50 6 faculty were able to attend CAPTE (which was held 5 miles from the college this year). Next year's conference will be held in Atascadero. Funding will be requested. (05/14/2020) **Reporting Year:** 2018-19 **% Completed:** 100 5 program faculty attended CAPTE in 2018-2019 academic year. Plan to request funding for 19-20 academic year. (04/08/2019) **Reporting Year:** 2017-18 **% Completed:** 100 5 program faculty were funded to attend CAPTE conference. Plan to request funding to send program faculty to CAPTE in 2018-2019 fiscal year. (05/21/2018)

Unit Goals	Resources Needed	1. Where We Make an Impact: Closing the Loop on Goals and Resources	
	(POD): Requests that provide professional learning opportunities for Mt. SAC employees. **Planning Unit Priority:** Medium **One-Time Funding Requested (if applicable):** 10500 **Total Funding Requested:** 10500	**Reporting Year:** 2016-17 **% Completed:** 100 Funding received for 2016-2017 (07/10/2017)	**:** 5 program faculty were able to participate in State Educators' Conference. Two were elected as state-wide officers (President and Secretary). (07/10/2017)

Board Scores_1 - Maintain passing score on State Board Examination for program's first-time test takers at 90% or higher
Status: Active
Goal Year(s): 2016-17, 2017-18, 2018-19, 2019-20, 2020-21