



Perkins 2021-2022 Program Application for Funding

Program Information

Program Name: _____

TOP Code: _____

Lead Faculty Member (1 only): _____

Provide a summary of the results of your Core Indicator Report Review, specifically addressing those Core Indicators that are below negotiated levels. Briefly describe program improvements issue(s) concerning this program and include specific examples. (Limited to 2500 characters including spaces. See sample narrative responses at the end of this form.)

Briefly describe how the issue(s) listed above will be addressed. Include specific information of activities that will require Perkins funds to achieve. (Limited to 2500 characters including spaces. See sample narrative responses at the end of this form.)

Overview of Application Activities

Program Applications must address at least one of the six items below. Check all activity categories to be funded with Perkins V funds:

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**

Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;

☐ **Skill Program Integration**

Support integration of academic skills into CTE Programs;

☐ **Implement Achievement Programs**

Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement

☐ **Develop and Implement Evaluations**

Develop and implement evaluations of the activities funded by Perkins;

Permissive Uses Per Section 135(c) Perkins funds may be used to fund things in this list:

§135(c)(1): to involve parents, businesses, and labor organizations as appropriate, in the design, implementation, and evaluation of career and technical education programs authorized under this title, including establishing effective programs and procedures to enable informed and effective participation in such programs;

§135(c)(2): to provide career guidance and academic counseling, which may include information described in section 118, for students participating in career and technical education programs, that:

- a) improves graduation rates and provides information on postsecondary and career options including baccalaureate degree programs for secondary students which activities may include the use of graduation and career plans; and
- b) provides assistance for postsecondary students, including for adult students who are changing careers or updating skills;

§135(c)(3): for local education and business (including small business) partnerships, including for:

- a) work-related experiences for students, such as internships, cooperative education, school-based enterprises, entrepreneurship, and job shadowing that are related to career and technical education programs;
- b) adjunct faculty arrangements for qualified industry professionals; and
- c) industry experience for teachers and faculty;

§ 135(c)(4): to provide programs for special populations;

§ 135(c)(5): to assist career and technical student organizations;

§ 135(c)(6): for mentoring and support services;

§ 135(c)(7): for leasing, purchasing, upgrading or adapting equipment, including instructional aides and publications (including support for library resources) designed to strengthen and support academic and technical skill achievement;

§ 135(c)(8): for teacher preparation programs that address the integration of academic and career and technical education and that assist individuals who are interested in becoming career and technical education teachers and faculty, including individuals with experience in business and industry;

§ 135(c)(9): to develop and expand postsecondary program offerings at times and in formats that are accessible for students, including working students, including through the use of distance education;

§ 135(c)(10): to develop initiatives that facilitate the transition of sub-baccalaureate career and technical education students into baccalaureate degree programs, including:

- a) articulation agreements between sub-baccalaureate degree granting career and technical education postsecondary educational institutions and baccalaureate degree granting postsecondary educational institutions;
- b) postsecondary dual and concurrent enrollment programs;
- c) academic and financial aid counseling for sub-baccalaureate career and technical education students that informs the students of the opportunities for pursuing a baccalaureate degree and advises the students on how to meet any transfer requirements; and
- d) other initiatives:

- i. to encourage the pursuit of a baccalaureate degree; and
- ii. to overcome barriers to enrollment in and completion of baccalaureate degree programs, including geographic and other barriers affecting rural students and special populations;

§ 135(c)(11): to provide activities to support entrepreneurship education and training;

§ 135(c)(12): for improving or developing new career and technical education courses, including the development of new proposed career and technical programs of study for consideration by the eligible agency and courses that prepare individuals academically and technically for high skill, high wage, or high demand occupations and dual or concurrent enrollment opportunities by which career and technical education students at the secondary level could obtain postsecondary credit to count towards an associate or baccalaureate degree;

§ 135(c)(13): to develop and support small, personalized career-themed learning communities;

§ 135(c)(16): to provide assistance to individuals who have participated in services and activities under this Act in continuing their education or training or finding an appropriate job, such as through referral to the system established under section 121 of Public Law 105-220 (29 U.S.C. 2801 et seq.);

§ 135(c)(17): to support training and activities (such as mentoring and outreach) in nontraditional fields;

§ 135(c)(19): to support innovative initiatives, which may include:

- a) improving the initial preparation and professional development of career and technical education teachers, faculty, administrators, and counselors;
- b) establishing, enhancing, or supporting systems for:
 - i. accountability data collection under this Act; or ii) reporting data under this Act;
 - ii. implementing career and technical programs of study described in section 135(c)(1)(A); or
 - iii. implementing technical assessments; and

§ 135(c)(20): to support other career and technical education activities that are consistent with the purpose of this Act.

Note: The state did not include § 135(c)(14); § 135(c)(15); or § 135(c)(18).

Activities

Activities for which you request Perkins funds must address gaps in your program Core Indicators.

Activity 1

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;

- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. Select Student Success Metrics that apply to this activity (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. **Description of Activity with justification of need.** (Limited to 1000 characters including spaces.)

Activity 2

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. **Select Student Success Metrics that apply to this activity** (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. Description of Activity with justification of need. (Limited to 1000 characters including spaces.)

Activity 3

A. Activity Name: _____

B. Select the Activity Categories that apply to this activity.

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;

- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. Select Student Success Metrics that apply to this activity (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. **Description of Activity with justification of need.** (Limited to 1000 characters including spaces.)

Activity 4

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. **Select Student Success Metrics that apply to this activity** (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. Description of Activity with justification of need. (Limited to 1000 characters including spaces.)

Activity 5

A. Activity Name: _____

B. Select the Activity Categories that apply to this activity.

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;

- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. Select Student Success Metrics that apply to this activity (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. **Description of Activity with justification of need.** (Limited to 1000 characters including spaces.)

Activity 6

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. **Select Student Success Metrics that apply to this activity** (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. Description of Activity with justification of need. (Limited to 1000 characters including spaces.)

Activity 7

A. Activity Name: _____

B. Select the Activity Categories that apply to this activity.

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;

- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. Select Student Success Metrics that apply to this activity (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. **Description of Activity with justification of need.** (Limited to 1000 characters including spaces.)

Activity 8

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. **Select Student Success Metrics that apply to this activity** (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. Description of Activity with justification of need. (Limited to 1000 characters including spaces.)

Activity 9

A. Activity Name: _____

B. Select the Activity Categories that apply to this activity.

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;

- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. Select Student Success Metrics that apply to this activity (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. **Description of Activity with justification of need.** (Limited to 1000 characters including spaces.)

Activity 10

A. Activity Name: _____

B. **Select the Activity Categories that apply to this activity.**

- ☐ **Career Exploration & Development**
Provide career exploration and career development activities through an organized, systematic, framework;
- ☐ **Professional Development:**
Provide Professional Development for a wide variety of CTE Professionals;
- ☐ **Skill Development**
Provide the skills necessary to pursue high-skill, high-wage or in-demand industry sectors or occupations;
- ☐ **Skill Program Integration**
Support integration of academic skills into CTE Programs;
- ☐ **Implement Achievement Programs**
Plan and carry out elements that support the implementation of CTE programs and programs of study and that result in increased student achievement
- ☐ **Develop and Implement Evaluations**
Develop and implement evaluations of the activities funded by Perkins;

C. **Select Student Success Metrics that apply to this activity** (Select one or more)

- ☐ Completion: All students who earned nine or more Career Education units within the college in a single year
- ☐ Completion: All students who earned a Chancellor's Office approved credit certificate
- ☐ Equity: All students who earned nine or more Career Education units within the college in a single year
- ☐ Equity: All students who earned a Chancellor's Office approved credit certificate

D. Select the Permissive Activity that applies to this activity:

- ☐ § 135(c)(1)
- ☐ § 135(c)(2)
- ☐ § 135(c)(3)
- ☐ § 135(c)(4)
- ☐ § 135(c)(5)
- ☐ § 135(c)(6)
- ☐ § 135(c)(7)
- ☐ § 135(c)(8)
- ☐ § 135(c)(9)
- ☐ § 135(c)(10)
- ☐ § 135(c)(11)
- ☐ § 135(c)(12)
- ☐ § 135(c)(13)
- ☐ § 135(c)(16)
- ☐ § 135(c)(17)
- ☐ § 135(c)(19)
- ☐ § 135(c)(20)

E. Description of Activity with justification of need. (Limited to 1000 characters including spaces.)

Example Narrative – Issue(s) Concerning TOP Code

Briefly describe program improvement issue(s) concerning this TOP code and include specific examples.

Example A:

There is a need in the Business program (0501) for improvements to Core Indicator 2 – Completions: mainly for economically disadvantaged students; Core Indicator 3 – persistence and transfer for nontraditional (female) and economically disadvantaged students; and Core Indicator 4 – Employment, which is below the State negotiated rate for disadvantaged students.

The Western Association of Food Chains (WAFC) has met with members of the Business Advisory Board, who expressed that the food retail industry is in short supply of mid-level workers who possess the necessary or required technology skills to step into high in-demand and higher wage management positions.

The Business Advisory Board has suggested that the business program certificates be evaluated and modified to meet the current needs of the business community and concurrent training sessions conducted for all Business faculty focusing on course content, quality, and SLO attainment.

Example B:

Animation will not show any non-traditional core indicator data since employment for both sexes is above 25%. Core Indicators 1-4 are equal to or above the state negotiated rate from 0 to 10.8%.

The Animation Advisory Committee (AAC) has specified that ensuring continued high levels of technical skill attainment and persistence depends upon continued services to special populations by providing classroom tutors and laboratory tutors.

The AAC in reviewing needed technology recommended the purchase and integration of Cintiq Drawing tablets to remain up-to-date using equipment that is common practice in both animation and gaming industries.

Example Narrative – How Issue(s) Concerning TOP Code Will Be Addressed

Briefly describe how the issue(s) will be addressed

Example A:

1. To improve students' success rates in completion, persistence, transfer, and employment, the program will:
 - a. Develop student mentoring opportunities where students develop a small business project, in collaboration with a mentor, present the project to the advisory board for feedback and revisions, then present the project to a community of peers and professionals.
 - b. Faculty will address what support services are available and how to obtain them on campus.
 - c. Faculty will receive professional development on the recruitment and persistence of nontraditional students.
2. The program will work in collaboration with the WAFC board to align certificates with the competencies identified by representatives of the Retail Management sector.
3. The Business Program certificates will be evaluated and modified and faculty will participate in conferences and professional development/training opportunities to learn new technologies, share best practices and acquire skills necessary to succeed in the classroom.

Example B:

To ensure continued high levels of technical skill attainment and persistence for special population students, the program will employ classroom tutors and lab tutors to preside over shared Laboratory space. \$21,000 is allocated for classroom/lab tutors for Animation.

To remain up-to-date in the animation and gaming industries, Obtain Cintiq Companion Tablets (a small economy sized portable device) will be purchased and shared between classrooms. (11 tablets will be purchased for \$19,000).