

## **The Basics:**

**Column 1** indicates the information being requested for the **2012-13 APRU**.

**Column 2** is where your program information should be recorded. The APRU is a Word document, so you will be able to copy and paste or type in your information into the center column. Word wrap is turned on so the box will expand with your typing.

**Column 3** contains the instructions for responding to the requested information.

When completed, save this Word doc and name it: sspbt13apru\_ *insert your program name here*. E-mail the completed APRU and any supporting documents as attachments to < [haynesjim@fhda.edu](mailto:haynesjim@fhda.edu) >. It is a good practice to upload a copy to the program's TracDat Documents Repository and keep a soft copy for your files to ensure that your work is not lost. Please contact: Jim Haynes < [haynesjim@fhda.edu](mailto:haynesjim@fhda.edu) > or ext. 8954 if you have questions.

**Getting Started:** Review your 2011-12 Annual Program Review Update posted on the SSPBT website: <http://deanza.edu/gov/SSPBT>

| Column 1  | Column 2  | Column 3  |
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| <b>Information Requested for the 2012-13 SSPBT - APRU</b> | <b>Input your answers in this column. Word wrap is turned on so the box will expand with your typing. Please provide brief responses.</b> Note: Reference documents can also be attached, i.e. TracDat reports. Make sure to note the name of any reference documents in your explanations. | <b>Instructions:</b>                                  |
| Program Name:   | <b>Adapted Physical Education</b>   | Enter the name of the program being reviewed.         |
| Name(s) of the author(s) of this report:                  | Jim Haynes  | Enter the name or names of those who wrote this APRU. |

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| What is the program's Mission Statement?   | The Mission of the De Anza College Adapted Physical Education program is to provide students with disabilities accommodations necessary for equal and effective participation in Physical Education experiences.   | Enter (or cut and paste) your most current Mission Statement. Please <b>highlight</b> changes, if any, to the Mission Statement that was posted in your 2011-12 APRU |
| Have you made any significant changes in your program based on the feedback you received from the SSPBT's review of your 2011-12 APRU? | NO   | Include anything done in direct response to the SSPBT feedback on the 2011-12 APRU.<br><br>NOTE: If no feed back was received move to the next question.             |
| Have there been any other significant changes to your program since the 2011-12 APRU?  | We have received two official notices of retirements: APE Specialist (Larry Bloom) and APE-IA (Ellen Mann), both effective at the end of this academic year. We need to replace the APE Specialist position for 2013-14 but have not decided what to do with the APE-IA position. See resource request later in this APRU.   | Please explain any significant changes in: Staffing, equipment, facilities, operational costs, organizational alignment, State/Federal regulations or laws, other?   |
| What Impact have these significant changes had on your program?  | Minimal if we refill the APE Specialist position by July 1, 2013. If we do not refill the position we have no person on staff that can recruit, train, schedule, and evaluate the exercise assistants in the APE program.<br>Both positions are critical to the quality and safety of the APE programs.  | Please explain how these significant changes have impacted your program. What is now different?  |
| What Impact have these significant changes had on your students?   | Minimal if we refill the APE Specialist position by July 1, 2013. If we do not refill the position we will not have as many exercise assistants to assist students with their exercise programs. It will be much more difficult to meet our outcome and student success targets.<br>Both positions are critical to the quality of the experience and safety of the APE students. | Please explain how these significant changes have impacted your students, including any positive or negative consequences.   |
| Have you initiated anything new to your program since the 2011-12 APRU?  | Yes, in the winter 2013 quarter, we resurrected our Saturday program with one class. (We planned for two classes but enrollment fell short in one before the quarter began.) We tried to offer two classes again in the spring qt. but both were canceled due to low enrollments. We do not plan to offer Saturday classes again unless the student demand is high.              | This is similar to the above question about significant changes but is meant to single out any new initiatives.  |

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| <p>Is there anything else the SSPBT should know about what has happened in your program since the 2011-12 APRU?</p>                               | <p>We changed our course scheduling practices in the spring 2013 qt. to meet student demand for more exercise time and also to encourage students to take more APE classes. This has resulted in students having more time to complete their exercise programs and at the same time increase the APE WSCH production and WSCH ratios. If the students like this schedule and it produces more WSCH we will extend the practice into 2013-14. It appears that this new scheduling pattern that met the student demand for more exercise time was the reason we had to cancel the Saturday classes for low enrollments.</p> | <p>Briefly described anything else the SSPBT should know about your program including any trends, future concerns, things on the horizon, etc.</p>  |
| <p><b>CURRICULUM</b></p>  | <p><b>Student Learning Outcomes Assessment Cycle</b></p>  | <p><b>SLOAC</b></p>   |
| <p>List all of your current and active <b>Student Learning Outcome Statements</b> as they are numbered and recorded in your TracDat account.</p>  | <p>See Attached document: APE Mission and Outcome Statements</p>  | <p>You may cut and paste your <b>SLO</b> statements here or attach a document to this APRU and be sure to indicate the name of the document.</p> <p>NOTE: Attaching a document is preferred for the "hybrid" programs with both curriculum (SLO) and services (SSLO). Some programs already have their outcome statements in a separate document and/or in their TracDat Document Repository.</p> |
| <p>What is or has been your <b>SLOAC</b> activity for 2012 -13?</p>   | <p>We did not assess any courses this year. We finished assessing all SLOs in all five courses last year.</p>   | <p>Please summarize all Student Learning Outcomes Assessment Cycle activities since the 2011-12 APRU, including any work in progress.</p>   |
| <p>Have you completed a <b>SLOAC</b> in 2012 - 13?</p>  | <p>No</p>   | <p>If yes, please summarize the results, discussions, analyses, and any improvement plans that do not involve any new resources to implement.</p> <p>If no, please give an update of your progress or future assessment plans.</p>  |
| <p>Have you identified any enhancement plans for which additional resources will be needed in order to achieve a desired or improved outcome?</p> | <p>No</p>   | <p>If yes, please summarize the results, discussions, analyses, and any improvement plans that will require new resources to implement.</p>   |

|  | <b>Common and Unique Services</b>   |   |
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| Are there any <b>additions/deletions / edits</b> to the list of common or unique services identified in your 2011-12 APRU?                         | NO  | The 2011-12 APRU asked your program to, list any common or unique services provided to students. Please briefly explain any changes to that list?   |
| Are there any changes to the common or unique service designations listed in your 2011-12 APRU?  | NO  | The 2011-12 APRU asked your program to designate the direction you believe each of your common or unique services need to move towards. As you recall the choices were to: <b>Grow, Maintain, Enhance, Change Direction, Reduce, or Discontinue</b> . Are there any changes to these designations for a specific service? |
| <b>SERVICES:</b>   | <b>Student Services Learning Outcomes Assessment Cycle</b>  |   |
| List all of your current and active <b>Student Services Learning Outcome Statements</b> as they are numbered and recorded in your TracDat account. | See Attached document: APE Mission and Outcome Statements   | You may cut and paste your <b>SLO</b> statements here or attach a document to this APRU and be sure to indicate the name of the document.   |
| What is or has been your <b>SSLOAC</b> activity for 2012 -13?  | We assessed SSLO #3 with a survey and demonstration process. We will meet in the spring 2013 quarter (May 10) at our annual APE Retreat to analyze the data and make improvement recommendations.   | Please summarize all <b>Student Services Learning Outcomes Assessment Cycle</b> activities since the 2011-12 APRU, including any work in progress.  |
| Have you completed a <b>SSLOAC</b> in 2012 - 13?   | We will meet in the spring 2013 quarter (May 10) at our annual APE Retreat to analyze the data and make improvement recommendations. Early indications are good in that most students surveyed appear to know how to properly use the exercise equipment. | If yes, please summarize the results, discussions, analyses, and any improvement plans that do not involve any new resources to implement.<br><br>If no, please give an update of your progress or future assessment plans.   |
| Have you identified any  | Yes. Early indications are that most students surveyed would like to  | If yes, please summarize the results, discussions,  |

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| <p>enhancement plans for which additional resources will be needed in order to achieve a desired or improved outcome?</p> | <p>see more universally deigned aerobic equipment in the exercise room. Several specifically would like a rowing machine. A universally designed rowing machine would cost about \$4,000. Early investigations also indicate dissatisfaction with the “Lat-Bar” machine in PE 13. It is often broken and not functioning properly. During the fall finals week, the machine was dismantled, cleaned, and reassembled but by late winter quarter the problems returned. The machine is over 15 years old and should be replaced.</p>  | <p>analyses, and any improvement plans that will require new resources to implement.</p>   |
| <p><b>RESOURCE REQUESTS</b></p>   |  |  |
| <p>Are there any <b>deletions/edits</b> to the resource requests listed in your 2011-12 APRU?</p>                         | <p>No. The list of resources requested last year remains the same with additions below.</p>  | <p>Review your resource requests form your last APRU in 2011-12.<br/><br/>NOTE: Resources include: Staffing, equipment, facilities, staff development, operational costs, other.</p>   |
| <p>Are there any <b>additions</b> to the resource requests listed in your 2011-12 APRU?</p>                               | <p><b>Replace the APE Specialist position for 2013-14.</b><br/>This position:<br/>1. Supports the Physical and Mental Wellbeing ICC<br/>2. Supports the Attention to Individual Students SI<br/>3. Supports the Core Values of Student Success, Student Learning, Access and Quality in Concert, and Equity.<br/>4. Assessment of the SSLO #2 (Exercise assistants) indicates high satisfaction with our exercise assistance program. The specialist is responsible for the recruitment, training, scheduling, and evaluation of student exercise assistants in the APE program.<br/>5. Is consistent with the APE program 5-year plan to maintain the APE support staffing levels.<br/>6. Is the first time it has appeared in our APRU.<br/>7. Does not specifically relate to an SSPBT Goal or Priority for 2012-13.<br/>8. Will be assessed for effectiveness through the regular staff evaluation process and when SSLO #2 is reassessed in the fall 2014 quarter.<br/>9. Is unique in that most other APE programs do not have such a position or process for recruiting, training, scheduling and evaluating exercise assistants.<br/>10. We are anticipating future retirements that will make this position more critical than it is now.</p> <p><b>Purchase a universally designed rowing machine.</b></p> | <p>If adding new resource requests, please provide a brief explanations to the following criteria for each new request (see attached “ICC_SI_SSPBT_Values information sheet”):</p> <ol style="list-style-type: none"> <li>1. Is the request linked to any of the Institutional Core Competencies?</li> <li>2. Is the request linked to any of the Strategic Initiatives?</li> <li>3. Is the request linked to any of the Core Values?</li> <li>4. Is the request linked to any SSLO Assessment Cycle findings?</li> <li>5. Is the request linked to your CPR 5-year plan?</li> <li>6. How many times has this request appeared on an APRU?</li> <li>7. Is the request linked to any of the SSPBT priorities?</li> <li>8. What are the plans to assessment the effectiveness of this request if granted?</li> <li>9. Is there anything innovative, unique, or cutting edge about this request?</li> <li>10. Other information in support the resource request.</li> </ol> <p>OR</p> |

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|  | <p>This equipment:</p> <ol style="list-style-type: none"> <li>1. Supports the Physical and Mental Wellbeing ICC</li> <li>2. Supports the Attention to Individual Students SI</li> <li>3. Supports the Core Values of Student Success, Student Learning, Innovation, and Access and Quality in Concert.</li> <li>4. Assessment of the SSLO #3 (Adapted Equipment) indicates high interest in new aerobic exercise equipment and specifically a rowing machine.</li> <li>5. Is consistent with the APE program 5-year plan to maintain and improve the APE adapted exercise equipment.</li> <li>6. Is the first time it has appeared in our APRU.</li> <li>7. Does not specifically relate to an SSPBT Goal or Priority for 2012-13.</li> <li>8. Will be assessed for effectiveness when SSLO #3 is reassessed in the fall 2015 quarter if not sooner.</li> <li>9. Is unique in that most other APE programs do not have such equipment available. We will be looking for “cutting edge” universal design exercise equipment.</li> <li>10. Exercise equipment needs constant maintenance. The APE program faculty and staff will maintain the equipment and, when necessary, an outside vendor will be hired with the APE operating funds.</li> </ol> <p><b>Purchase a universally designed “Lat-Bar” machine.</b></p> <p>This equipment:</p> <ol style="list-style-type: none"> <li>1. Supports the Physical and Mental Wellbeing ICC</li> <li>2. Supports the Attention to Individual Students SI</li> <li>3. Supports the Core Values of Student Success, Student Learning, Innovation, and Access and Quality in Concert.</li> <li>4. Assessment of the SSLO #3 (Adapted Equipment) indicates a dissatisfaction with the function of this exercise equipment.</li> <li>5. Is consistent with the APE program 5-year plan to maintain and improve the APE adapted exercise equipment.</li> <li>6. Is the first time it has appeared in our APRU.</li> <li>7. Does not specifically relate to an SSPBT Goal or Priority for 2012-13.</li> <li>8. Will be assessed for effectiveness when SSLO #3 is reassessed in the fall 2015 quarter if not sooner.</li> </ol> | <p>For each new request, attach a detailed document that addresses the 10 criteria listed above – be sure to indicate the name of the document.</p> |
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|  | <p>9. Is unique in that most other APE programs do not have such equipment available. We will be looking for “cutting edge” universal design exercise equipment.</p> <p>10. Exercise equipment needs constant maintenance. The APE program faculty and staff will maintain the equipment and, when necessary, an outside vendor will be hired with the APE operating funds.</p> |  |
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