

## **Section Three – Annual Program Planning Worksheet (APPW)**

### **APPW**

**Program: Athletics**

**Planning Year: 2013-2014**

**Unit: Kinesiology/Health Sciences/Athletics**

**Cluster: Math, Sciences, Nursing,  
Allied Health, Kinesiology/Health  
Sciences/Athletics**

#### **NARRATIVE: APPW**

- I. Institutional Measures:** Please outline the specific institutional measures you are addressing in the upcoming year.

#### **Cuesta College Mission**

**Cuesta College makes lifelong learning happen. We enable students to achieve their academic, transfer, workforce preparation, career advancement, and personal goals. Building on our tradition of excellence, we serve our community by providing programs and services that produce students who can succeed in a diverse and rapidly changing society, participate effectively in their local communities, and live responsible and rewarding lives. As a learning college, we provide a supportive environment for students and employees, assess student and institutional outcomes, improve performance, forge strategic partnerships, and maximize opportunities for learning.**

**1. In alignment with the College, mission, vision and values, maintain the quality of education currently provided.**

The Cuesta College Kinesiology/Athletics Division promotes the mission, vision and values of the college.

- We enable students to achieve their academic, transfer, career advancement, personal and workforce preparation goals through degrees in Kinesiology, Recreation, Dance, Fitness, Health and Nutrition and certificates in Personal Training, Athletic Training and Fitness, Health and Nutrition.
- We use our course offerings to educate students, promote health and personal well-being and to encourage an active lifestyle.
- We provide a supportive environment for students, employees and community members to enable individuals to achieve their personal and professional health and fitness goals.
- We offer a wide-range of intercollegiate sports to enhance the educational and athletic competitive experience for student athletes.

**2. Conduct a vibrant focused marketing campaign that will be responsive to the community, increase enrollment to meet the college's funded growth target, and heighten the public's knowledge of the college's accomplishments, contributions, and service to the community.**

- Market and promote our Athletic programs through outreach in our community and college recruitment events.
- Evaluate viability of coaching certificate.
- Update division web page.

**3. Complete the realignment of the annual college planning process to fit with the California Community College Strategic Plan, ACCJC/WASC standards and reference documents, and the college needs and priorities.**

- Continue to develop and assess Student Learning and Program Outcomes.
- Continue to align Unit Plan, CPPRs and APPWs
- Encourage faculty participation in the planning process.

**4. Renew efforts to build a comprehensive and sustainable employee professional development program.**

- Seek release time and/or stipends for curriculum, program development, student learning outcomes/assessments.
- Identify division needs in terms of staff development: improved links to organizations such as ACSM, CCCPE, CAPED, NASM, CAHPERD, IDEA.

**5. Through campus dialogue, develop a shared definition of cultural competence and identify ways it can be promoted throughout the campus community.**

- Support and promote the goals of the Diversity/Student Equity Committee by collaborating on campus events and utilizing the Cultural Center.
- Continue department dialogue to integrate and promote cultural competence.

**6. Foster employees' commitment to develop a collaborative, healthy, rewarding college culture that results in improved decision-making, shared governance, employee satisfaction, and institutional effectiveness.**

- Work toward a unified campus-wide shared governance model.
- Provide discussions which promote and model collaboration.

**7. Align institutional effectiveness outcomes with the new state accountability measures and incorporate a focus of student retention and achievement.**

- Create student assessment tools and evaluate the tools through students' work and projects.

**8. Complete the implementation and evaluation of strategies that will ensure ACCJC compliance by each program defining and publishing its expected student learning outcomes.**

- The Kinesiology Division will develop and implement assessment tools for Student Learning Outcomes for all courses taught.

**9. Establish and implement criteria for new program forecasting, development, and funding with emphasis on determining ongoing physical and staffing institutional costs and exploring all potential funding sources including cultivating community partnerships.**

- Collaborate with Wellness, ASCC, Cuesta Foundation and Community Programs to explore all alternative funding sources to address needs/priorities for facilities and equipment including grants, private donations, income from rental fees and shared expenses.

**10. Complete the transition to the National Incident Management System (NIMS) to include a complete revision of the emergency planning documents and to train college employees in responding effectively to emergency situations such as fire, earthquake, flooding, power outage, bomb threat, or similar emergency situation.**

- Continue to monitor PE faculty and staff access to safety newsletter.

**II. Program Development/ Forecasting**

Cuesta College currently offers 15 Intercollegiate sports teams (Baseball, M & W Basketball, M & W Cross Country, M & W Water Polo, W. Soccer, W. Volleyball, Wrestling, M & W Track and Field, M & W Swimming and Diving, Softball). The Women's Tennis team was suspended during the 2009-10 school year and still remains suspended. Cuesta College currently has 2 FT head coaches and 8 PT head coaches. The Athletics Department continues to pursue the hiring of another FT Instructor/Coach within the division.

**III. Anticipated Program and/or Scheduling Changes**

No anticipated scheduling changes for Athletics.  
Recommendation that Intercollegiate Tennis be reinstated.

**III. Facility Changes**

Electricity and lights at the baseball batting cages  
Gym floor and ~~gym roof~~ need to be fixed  
Resurface the tennis courts  
~~Mirrors in the weight room~~  
Additional locker rooms/offices located in the gymnasium  
Additional wrestling room located in the gymnasium.

Batting cages renovations for both baseball and softball fields  
Field house reassigned to PE/Athletics  
Covered facility, pole barn, for spring sports raining day practices, i.e.: volleyball sand courts  
Restrooms on the PE/Athletic fields  
Painted lines on the bottom of the pool  
Lighting at the baseball, softball, track and tennis court facilities  
Press Box for baseball and softball fields

#### **IV. Staffing Projections**

PE/Athletic custodial position that we used to supervise, which is now supervised in the Maintenance and Grounds Department. Due to the loss of this custodial position, we would like to increase our Equipment Technicians positions by 1 month to cover some of the responsibilities incurred from losing the custodial position. We have also requested hourly student help to assist with some of the duties of our Equipment Technicians. Recently, we filled the two vacant positions for Athletic Trainers, however, 1 is PT, and we would like to request increasing that to FT, due to the amount of OT accrued and new mandates of providing an Athletic Trainer at all home athletic contests. We have also requested hourly dollars for mandatory coverage of home athletic events. In addition, the Athletic Trainers have expressed interest in reclassifying the Athletic Trainer's job to a certificated position. Due to the amount of weekend and nightly events and contests, we have requested that the Sports Information Director position be increased by 1 month and/or increased to full-time. The division has also requested that the Division Secretary position be reinstated, to cover the many secretarial responsibilities of both the Kinesiology and Athletics areas.

The Athletics Department has been seeking hourly dollars for Class B drivers to assist coaches on lengthy away contests. We have also requested hourly dollars for a Class A driver to drive a bus, if a district bus was purchased for Athletics. In addition, we would like to see an increase in the amount of hours or rate of pay that assistant coaches receive for better retention of our assistants. In addition, the sports of track and field, cross country, wrestling, baseball, softball and swimming would like to add an additional assistant coach to what they already have.

#### **V. Overall Budgetary Issues**

Currently, the district allocates \$83,000 to cover the operational costs of running the Athletic program. The total budget for operational items for the athletic budget is nearly \$241,000. This difference requires our department to seek or raise nearly \$158,000 from other sources. It has been extremely difficult to maintain the programs we have and very demanding on both the department and coaches in raising funds. Many avenues are used in raising funds, such as, requests from the Foundation, the Athletic Booster club, ASCC, business sponsors, media sponsors and advertising and individual coaches fundraising.

## **EXCEL WORKSHEETS: APPW**

For the last segment of the APPW, fill out and attach the appropriate Excel file worksheets (as listed in Section Nine of the IPPR Template):

**VI. Program Outcomes and Assessments: Excel Worksheet**

- *Worksheet C: APPW — Program SLOs and Assessments*

**VII. Prior Year Program Funding Requests: Excel Worksheet**

- *Worksheet D: UNIT PLAN — Prior Year Unit Funding Requests Report*

## **I. Program Outcomes**

A1. Student athletes will identify educational goals and complete an individual SEP prior to competition, enroll in at least 12 units and maintain a 2.0 gpa while participating as a student athlete. Assessment: These components of student athlete participation are tracked by a daily 12-unit check, and the eligibility checklist ensures that SEP, unit and gpa requirements are met.

A2. Student athletes will demonstrate enhanced knowledge and skills of the game they are participating in, and develop life skills that relate to responsibility, self-discipline, citizenship, sportsmanship and teamwork while participating in athletics. Assessment: Coaches may provide student athletes with a questionnaire or survey at the end of each sports season to obtain information in regards to the student athletes' experience.

A3. Student athletes will continuously assess progress and meet their goals specified on their SEP by obtaining an AA degree or sufficient units to transfer to continue with their education or athletic career. Assessment: The Athletic Department will develop an instrument to track the retention and transfer rates of our student athletes.

A4. Student athletes will demonstrate the highest standard of citizenship and sportsmanship by providing decorum information and adhering to the state decorum policy. Assessment: The Athletic Department requires that each student athlete receive training and information regarding the state's COA decorum policy, prior to the start of each semester.

## **II. Assessment Plans**

Assessments included within Program Outcomes above. Still progressing on developing assessment tools, such as a student athlete questionnaire or survey at the end of each sports season to obtain information in regards to the student athletes' experience. In addition, the development of an instrument to track the retention and transfer rates of our student athletes.

### **New Unit Plan items:**

~~Roll Away Batting Cage for baseball~~

Baseballs and Softballs

Water Polo balls and caps (M & W)

Medicine balls for weight room

~~Diving Board needs to be replaced~~

Swim Fins and Pull Bouys

Reclassify Athletic Trainers to Non-faculty certified positions

Increased supply budget for Athletic Trainers

New Athletic Offices in gymnasium

Press Box for baseball and softball fields

High jump standards for Track and Field

Intercollegiate hurdles for Track and Field

Increase Sports Information Director position by 1 month and FT

~~Colorado Timing System for swimming and water polo~~

Baseball foul pole pads

**VIII. Funded Requests** Briefly describe what funds the program was allocated in the previous year. Identify ALL funding sources (District, Categorical, and Foundation) and how those resources positively impacted the program. Please include dollar amounts when possible.

**Funding sources for Athletics:**

District Allocation for operating expenses \$84,000 (operating budget)  
Foundation Allocation \$20,000 (toward equipment and supply needs)  
ASCC \$10,000 (toward officials, entry fees, dues)  
Booster Club \$20,000 (toward shortfall for athletic equipment and supplies)  
Fundraising \$40,000 (toward operating expenses)  
Individual Coaches fundraising (Nearly \$60,000 annually)

**Unit Plan items completed:**

Power to the track and softball fields  
Plumb soft water into the equipment room  
Hired PT Athletic Trainer  
Two Canopy tents for the Athletic Department  
Two DVD cameras for the Athletic Department

**IX. Unfunded Requests** Briefly described how a lack of specific resources has negatively impacted the program.

PE Instructor/Coach  
Custodian for PE/Athletics  
Sports Information Director, increase position by 1 month and to FT.  
Division Assistant reclassification and increase Division Secretary by 1 month.  
Additional hourly dollars for Custodial help in the PE/Athletics area.  
Additional hourly dollars for training staff  
Hourly van drivers  
Assistant Attendant for custodial hours  
Additional Teacher's Aide's for Tennis, Track, Baseball, Softball, Swim and Wrestling teams.  
Assistant Coaches funds increased by either more hours or higher pay rate.  
Busses for Athletic Trips  
New Gym floor and ~~roof~~  
Staff Development conference funds for coaches  
Instruction Videos for PE/Athletics  
Water Polo Goal carriers  
Volleyball game nets  
Increased Supply Budget for Athletics  
Increased Equipment Budget for Athletics  
Computer, monitor upgrades for athletic staff  
Cell phones for coaches  
~~Aquatics scoreboard~~  
~~Sound system for track complex~~  
~~Power to the track and softball complex~~  
Lane lines for pool  
Maintenance Service contract  
Pool lines painted at bottom of pool

Divider curtains for main gym  
Restrooms on Athletic fields  
Dugout renovation-Softball  
Field renovation-Softball  
Pool bottom refurbished and painted  
Resurface tennis courts  
Hot tub for pool deck  
Covered practice facility  
Bleachers for track complex  
Lighting for track, softball, baseball, tennis courts  
Windscreens for tennis courts  
Stadium seating for pool complex  
Bus for Athletics contests and District uses. Safety issue.  
Security nets and poles at the tennis courts facility to prevent baseballs from entering area- Safety issue.

As you can see, there are many items that we have requested that can be used to enhance the educational/athletic experience for our student athletes, coaching staff and college.

**X. Other programmatic projections/issues**

Other issues facing our Athletic Department are limited resources for operational expenses, such as equipment and supply needs. As well, the amount of over time hours that has accrued over the course of the year, due to some classified schedules not having the flexibility with split differentials. This has and will continue to be a challenge in balancing work schedules and making decisions on what events to cover and not to cover. It is mandated by the state, that there be athletic training care at all home athletic contests and due to the many simultaneous events and tournaments, there is significant OT that is accrued. Fundraising for both the department and coaches has become overwhelming. I appreciate the support that the district has given to Athletics over the years, and hope they will continue that support and be understanding of the many needs in our area.