

**Palomar College – Program Review and Planning  
Non-Instructional Programs  
YEAR 2  
Academic Year 2014-15**

**Purpose of Program Review and Planning:** The institution assesses progress toward achieving stated goals and makes decisions regarding the improvement of institutional effectiveness in an on-going and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation. Evaluation is based on analyses of both quantitative and qualitative data (ACCJC/WASC, Standard I, B.3.)

**Discipline: Athletics and Competitive Sports**

**11/14/2014**

**Non-Instructional Discipline Reviewed (Each discipline is required to complete a Program Review)**

Please Add Date  
(00/00/2014)

**STEP I. ANALYSIS (Note: Each Department Will Use Their Own Previous Analysis Data)**

Measurable Item	2011-12	2012-13	2013-14	Definitions
Sponsored sport programs	22	22	22	Intercollegiate sport offerings, including co-ed cheerleading. Note M/W breakdown (section 1.A).
Participating student athletes	458	423	411	Based on official CCCAA Form 3 eligibility lists. Note breakdown of sports below (section 1.A)
Total competition dates	402	407	394	Compilation of all teams in home and away contest dates.
Home competition dates	147	143	138	Compilation of all teams home or hosted contest dates
Away competition dates	255	264	256	Compilation of all teams away (travel) competition dates
Post-Conference qualified teams	10	11	11	Teams or individual members of teams qualified for state post-conference competition
Post-Conference competition dates	26	31	30	State post-conference contest dates for qualifying teams and/or individual members of teams
Contest officials assigned/compensated	325	322	333	Compilation of all contest officials assigned and compensated per responsibility of host institution
Home event staff assigned/compensated	356	345	289	Compilation of all event staff for home contests (ticket sales, P.A., clock operator, scorer, gate, etc.)
Foundation account transactions	510	466	529	Processed deposits/payment requests among 32 Palomar Foundation Athletic Accounts
<b>Team transportation</b>				
Total vehicle use	463	413	463	Compilation of all vehicle rentals for team transportation to away competition
Charter Bus	35	34	35	Charter coach trips for teams to competition site
Passenger van rentals-outside agency	33	33	34	Passenger van rentals for team trips to competition site
District passenger van use	368	346	394	District fleet passenger van use for all team trips to competition site
<b>Academic Support Issues</b>				
CCCAA Form 1 Eligibility Processed	567	555	541	Full verification processing for student-athlete eligibility (orientation, report, review, signature)
ACS-50 Enrollment	129	135	122	Participating athletes enrolled into 8-week introduction to Intercollegiate Athletics course
Academic All-Conference Qualifiers	134/30%	132/33%	116/28%	Qualifiers have passed 12-or-more units, posted a minimum GPA of 3.0 in their in-season semester
Athletes passing 12-or-more units	263/59%	248/61%	225/55%	Student athletes having passed 12-or-more unit in their in-season semester
Athlete Counseling Appointments	--	439	546	Student-athlete counseling appointments, including degree audits and comprehensive Ed. plans
Enrollment/scheduling workshop	--	--	187	Athletes participating/completing counseling workshop for priority enrollment class scheduling
<b>Recruiting Activities</b>				
Athletic eligibility tracers initiated	125	138	130	Outgoing requests processed to gain eligibility information on prospects transferring in
Athletic eligibility tracers responded to	107	122	122	Incoming requests processed from institutions requesting eligibility information on transfer athletes
On-line prospect questionnaires	856	690	626	On-line inquiries from unsolicited prospects received and processed

<b>Athletic Training/Sports Medicine Operations</b>				
<b>Pre-Season Physical Exams</b>	513	528	509	Pre-season physical screening for athletic prospects
<b>Pre-event/practice treatments</b>	1,254	1,573	3,604	Daily preventative and prosthetic taping or wraps
<b>Physical therapy/rehab treatments</b>	2,240	2,573	4,560	Treatments based on evaluation and assessment by certified trainer and/or team physician
<b>Outside health-care referrals</b>	168	195	302	Student athletes evaluated and referred to physician or other outside health-care agency for treatment

#### **I. A. Reflect upon and provide an analysis of the three years of data above**

Variance in the recorded numbers over the three-year period displayed above can be due to several factors. Obviously, increased or decreased participation numbers, which can be viewed in a breakdown of the sports (below) will affect some travel figures and athletic training activities. Where it regards the number of contests participated in, the competitive success of teams and individual athletes are the determining factors.

Note that athletic academic counseling figures have been added herein for a first-time and are included for the 2012-13 and 2013-14 academic years only. As it regards the enrollment scheduling workshop, this practice was initiated for a first time for the fall semester, 2014 enrollment period, in association with the long-awaited priority registration allowance for student athletes (please see section II.A below).

Following is a breakdown of the full athletic participation numbers for the five-year period 2009-10 through 2013-14, based on official CCCAA Form 3 Eligibility rosters:

#### **MEN'S SPORTS**

<b>Sport</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>Avg.</b>
Baseball (ACS 155)	35	32	38	33	35	34.6
Basketball (ACS 110)	16	18	13	17	14	15.6
Cross Country (ACS 160)	12	11	17	10	15	13.0
Football (ACS 145)	98	87	100	87	79	90.2
Golf (ACS 115)	9	8	10	11	7	9.0
Soccer (ACS 125)	26	31	30	25	27	27.8
Swim/Dive (ACS 135)	22	23	22	15	17	19.8
Tennis (ACS 120)	13	8	14	8	8	10.2
Volleyball (ACS 130)	16	16	13	11	11	13.4
Water Polo (ACS 140)	16	19	11	24	18	17.6
Wrestling (ACS 150)	17	24	28	30	32	26.2
<b>TOTAL</b>	<b>280</b>	<b>277</b>	<b>296</b>	<b>271</b>	<b>263</b>	<b>277.4</b>

#### **WOMEN'S SPORTS**

<b>Sport</b>	<b>2009-10</b>	<b>2010-11</b>	<b>2011-12</b>	<b>2012-13</b>	<b>2013-14</b>	<b>Avg.</b>
Basketball (ACS 110)	12	13	15	13	13	13.2
Cross Country (ACS 160)	11	16	13	8	10	11.6
Golf (ACS 115)	8	2	8	6	12	7.2
Soccer (ACS 125)	21	28	19	21	18	21.4
Softball (ACS 101)	12	19	19	19	17	21.4
Swim/Dive (ACS 135)	22	23	21	9	7	16.4
Tennis (ACS 120)	7	7	8	6	7	7.0
Track & Field (ACS 165)	14	32	15	19	19	19.8
Volleyball (ACS 130)	15	14	14	14	14	14.2
Water Polo (ACS 140)	18	14	15	17	17	16.2
<b>TOTAL</b>	<b>140</b>	<b>168</b>	<b>147</b>	<b>132</b>	<b>134</b>	<b>144.2</b>

**I. A. Reflect upon and provide an analysis of the three years of data above**

**COMBINED SPORTS**

Sport	2009-10	2010-11	2011-12	2012-13	2013-14	Avg.
Men's Total	280	277	296	271	263	277.4
Women's Total	140	168	147	132	134	144.2
Co-Ed Cheer	39	24	15	20	14	22.4
<b>TOTAL</b>	<b>459</b>	<b>469</b>	<b>458</b>	<b>423</b>	<b>411</b>	<b>444.0</b>

**I. B. Please summarize the findings of SAO assessments conducted.**

**Transfer Qualification Tracking** : Achieve a percentage of over 50% of student athletes to meet transfer qualifications in two years

Date	Result Summary
11/07/2014	Reported achievement of sophomore athletes in the 2013-14 academic year: Of 109 sophomore (2nd year) athletes, 39 (36%) earned athletic scholarships to continue their athletic and academic pursuits at four-year institutions; 36 (33%) transferred on to four-year schools to seek four-year degrees, some of whom also plan to continue their intercollegiate athletic participation as "walk-on" athletes, for a combined total of 75 (69%) who have met the four-year transfer requirement. Once again, the figure meets and exceeds the SAO target. It should also be noted that 33 (30%) of sophomore athletes are known to have maintained enrollment at Palomar College or have transferred to another two-year institution and are assumed to be seeking four-year college transfer requirements.
11/07/2014	2009-10 - 87 transfers among 130 sophomore athletes = 67% (Satisfactory); 2010-11 - 90 transfers among 132 sophomore athletes = 68% (Satisfactory); 2011-12 - 99 transfers among 139 sophomore athletes = 71% (Satisfactory); 2012-13 - 83 of 145 sophomore athletes = 57% (Satisfactory).

**I. C. Reflect upon the SAO assessment findings in Box B above. Discuss overall observations and any areas of concern or noteworthy trends.**

Whereas the department achieved strong data collection from staff head coaches in the first three years of the study, 52% of sophomores who had exhausted their athletic eligibility in the 2012-13 academic year were simply unaccounted for (listed unknown). To improve upon this shortcoming in the collection of data, a manual review of individual student enrollment histories, as accessed from the institutional PeopleSoft System, was used for the 2013-14 academic year and has yielded numbers more in line with the findings gathered between the academic years 2009-10 and 2011-12. In this regard, it is evident the intercollegiate athletic transfer rate stands at approximately 70%.

As noted in the 2012-13 document, it is also evident the head coaches are losing track of their departing athletes over the summer months, however, if the survey period were to be conducted earlier in the year, many of those athletes who have specific courses, unit totals and/or grade point averages to improve upon during the summer term could not be included. It should also be noted that in a small number of cases, freshmen athletes who have completed just a single year of competition at the community college level –recognized as NCAA academic qualifiers upon departure from high school– have transferred on to four-year institutions as sophomore athletes and are included in the transfer-rate calculation.

## **STEP II. PLANNING**

Reflecting on the 4-year trend data, the SAO assessment results, and the college's Strategic Plan 2016, describe/discuss the discipline planning related to the following:

### **II. A. Programs changes and improvements (consider changes due to growth in FTES and Headcount, CSU/UC transfer language updates, articulation, workforce and labor market projections, certificate or degree completions, etc.)**

Current scheduling for ACS courses (other than ACS-50) is based on the following factors: 1) Best possible opportunity for participating students to complete academic course work without ACS class or scheduled-contest conflict; 2) Shared facility usage (men's/women's basketball, men's/women's volleyball in gym; men's/women's soccer on the soccer field; men's/women's water polo in pool; men's/women's tennis on courts); 3) Shared facility use with Kinesiology classes; 4) Availability of adjunct head coaches and part-time assistant coaches who may have other employment commitments; 5) Time of day as related to contest scheduling.

Finally, after several years of specific request, state-wide survey, published special-needs rationale (included in past editions of this annual document) and owing to a California Ed Code Title 5 ammendment allowing for tiered recognition, Palomar College student athletes have at last been granted priority registration. In the first opportunity to effect priority registration for student athletes –the summer enrollment period for the fall semester, 2014— 53% of qualified participants completed the process.

To insure as many participating student athletes as possible take advantage of the priority registration date for each term of enrollment, the following counseling, advisement and guidance process has been initiated and communicated to all head coaches in written memorandum form from the office of the athletic director:

1. **DETERMINATION OF ELIGIBLE STUDENTS** – Required participation in the intercollegiate athletics program as verified by enrollment in an Athletics and Competitive Sports (ACS) class and/or appearance on the official California Community College Athletic Association (CCCAA) Form 3 eligibility roster. Active team rosters to be reviewed by the head coach of each intercollegiate team and verified by the athletic academic counselor.
2. **REQUIRED ATTENDANCE IN SCHEDULE PLANNING/COUNSELING WORKSHOP** – Group counseling conducted in the Library Computer Center with an athletic academic counselor in attendance to supervise, instruct and provide advisement as student athletes fill their on-line enrollment "shopping cart" in preparation for the upcoming term priority registration date.
3. **APPOINTMENT NOTIFICATION** – Dated appointment e-mails generated by the Office of Enrollment Services forwarded to eligible students (those who have appeared on the team lists and met the preparation requirements) as confirmation of their specific priority standing and date. Student athletes who are included on the team priority list and have met the qualifying standards but do not receive this notification are required to notify either their coach or one of the athletic academic counselors in order to review and correct the situation.
4. **DATE NOTIFICATION, SCHEDULING "SHOPPING CART" OPEN FOR STUDENT ACCESS** – Notification to student athletes through head coaches both in and out of season of the date scheduling shopping carts will be open for student access in advance of the priority registration date.
5. **DATE NOTIFICATION, PRIORITY REGISTRATION** – Notification to student athletes through head coaches both in and out of season of the priority registration date for each term.

**II. B. Additional programs to develop (consider enrollment trends, student demands, wait times, comprehensiveness, etc.)**

The Palomar College District must continually and consistently review gender equity as related to Federal Title IX compliance in association with the intercollegiate athletic program. Currently, the program clearly does not meet the Test 1 proportionality standard, while Tests 2 and 3 of the following recognized standards are questionable, as based on interpretation.

Test 1: Participation proportionate to full-time undergraduate enrollment.

Test 2: Continuing practice of program expansion for the underrepresented gender.

Test 3: Fully and effectively accommodate the underrepresented gender.

However, positive effort has been initiated to correct the situation, specifically as it regards the latter measures: 1) adoption of the program's 22<sup>nd</sup> varsity sport program, women's sand volleyball, which has been officially sanctioned by the CCCAA and will be operational in the spring of 2015; and 2) installation of the Federal Office for Civil Rights (OCR)-approved survey for determination of student interest in January of 2014. The Athletic Department has also submitted a draft Gender Equity Action Plan and Timeline for consideration as an official document of the institution to accurately identify the district's effort and intent to address the federal compliance standards. The athletic program's gender-equity status is currently considered to be under review, based on the following figures from the 2013-14 academic year:

Rate of full-time undergraduate enrollment – Women (44.70%); Men (55.30%)

Rate of participation in athletics – Women (33.75%); Men (66.25%)

Exact proportionality for underrepresented gender – 212.5479022 (for example of calculation see <http://www.cccaasports.org/gender.asp>)

Number needed to reach exact proportionality for underrepresented gender – 78.54790218

The following represents an explanation of fact for development of an action plan to address the existing non-compliance: The district continually surveyed female students (recognized as the underrepresented gender in athletic offerings) for their interest in athletics as a whole and for specific sport programs as a component of the on-line enrollment process between 2004 and 2013. During the period, a grand total of 133,319 responses were received. Of those, 39,599 (roughly 30%) expressed an interest in any intercollegiate athletic program, selecting from a list including all female sports currently sanctioned by the CCCAA for championship competition: Badminton, Basketball, Cross Country, Golf, Soccer, Softball, Swim/Dive, Tennis, Track and Field, Volleyball and Water Polo. A total of 93,720 (roughly 70%) respondents expressed no interest in intercollegiate athletics of any kind.

**II. B. Additional programs to develop (consider enrollment trends, student demands, wait times, comprehensiveness, etc.)**

Beginning in January of 2014, the institution employed a new survey in conjunction with the on-line application process, approved by the OCR and inclusive of all students. The following tables reflect survey results gathered between January and October, 2014:

Men's Sports	Total responses	Pct. with interest in any sport	Pct. among all respondents	Women's Sports	Total responses	Pct. with interest in any sport	Pct. among all respondents
BASEBALL	418	10.14	4.21	BADMINTON	52	2.15	0.58
BASKETBALL	436	10.57	4.40	BASKETBALL	129	5.34	1.44
BOWLING	120	2.91	1.21	BOWLING	53	2.19	0.59
CREW	73	1.77	0.74	CREW	46	1.90	0.51
CROSS COUNTRY	110	2.67	1.11	CROSS COUNTRY	92	3.81	1.03
FENCING	93	2.26	0.94	FENCING	42	1.74	0.47
FOOTBALL	682	16.54	6.88	GOLF	35	1.45	0.39
GOLF	149	3.61	1.50	GYMNASTICS	107	4.43	1.20
GYMNASTICS	59	1.43	0.53	LACROSSE	55	2.27	0.61
LACROSSE	132	3.20	1.33	SAND VOLLEYBALL	147	6.08	1.64
SKIING	157	3.80	1.58	SKIING	61	2.52	0.68
SOCCER	548	13.29	5.52	SOCCER	310	12.83	3.47
SWIM/DIVE	179	4.34	1.80	SOFTBALL	233	9.64	2.60
TENNIS	133	3.26	1.34	SWIM/DIVE	184	7.61	2.06
TRACK & FIELD	291	7.06	2.93	TENNIS	144	5.96	1.61
VOLLEYBALL	185	4.49	1.86	TRACK & FIELD	177	7.32	1.98
WATER POLO	95	2.30	0.96	VOLLEYBALL	330	13.65	3.69
				WATER POLO	65	2.69	0.73
OTHER	263	6.38	2.65	OTHER	155	6.41	1.73
NO INTEREST	5,795	--	58.43	NO INTEREST	6,527	--	72.98
<b>Totals</b>	<b>9,918</b>		<b>100.00</b>	<b>Totals</b>	<b>8,944</b>		<b>100.00</b>

Based on these figures, ranking interest in descending order by the under-represented gender (women) enrollees at Palomar College between January and October, 2014 in the 12 sports currently sanctioned by the CCCAA for championship competition, are:

- 1) VOLLEYBALL (330)
- 2) SOCCER (310)
- 3) SOFTBALL (233)
- 4) SWIMMING/DIVING (184)
- 5) TRACK & FIELD (177)
- 6) SAND VOLLEYBALL (147)
- 7) TENNIS (144)
- 8) BASKETBALL (129)
- 9) CROSS COUNTRY (92)
- 10) WATER POLO (65)
- 11) BADMINTON (52)
- 12) GOLF (35)

**II. B. Additional programs to develop (consider enrollment trends, student demands, wait times, comprehensiveness, etc.)**

With the addition of women's sand volleyball in the spring of 2015, Palomar College currently fields teams in 11 of the 12 standing CCCAA women's championship sports: basketball, cross country, golf, sand volleyball, soccer, softball, swim/dive, tennis, track & field, volleyball and water polo. The 2014-15 academic year will provide Palomar College's first ever with an equal number of gender-based sport offerings (11 men's and 11 women's varsity teams).

Clear and compelling reason has postponed the addition of badminton, the final CCCAA women's sanctioned sport yet to be offered at Palomar College. The athletic program currently fields five (5) gymnasium sports (Men's/Women's Basketball, Men's/Women's Volleyball and Wrestling), which share a 57-year-old facility that is charitably described as undersized, sub-standard and dysfunctional. The existing gym is also used extensively for co-ed cheerleading and kinesiology classes, virtually eliminating the possibility of additional scheduling and/or utilization. An additional factor was the national economic downturn, which began in 2008 and has created multiple years of deficit spending for the Palomar Community College District. During the period, the college was forced to contract in size and scope through the reduction of course and section offerings throughout its instructional program, eliminating any chance for growing the athletic program.

However, architectural work in the form of precinct planning has begun on the long-awaited Kinesiology/Athletics Complex as a component of the district's Proposition M build-out of the San Marcos campus. The key component of the plan, which includes baseball and softball diamonds, a football stadium, tennis courts and pool complex, will be a multiple-use athletic field house, featuring both a competition arena and auxiliary gymnasium that will easily allow for the addition of badminton when completed. Additionally, planning for the complex includes three sand volleyball courts, which will provide on-campus interest and growth in the institution's newest intercollegiate program.

**STEP III. RESOURCE REQUESTS FOR DISCIPLINE:**

**III. A. Describe the resources necessary to successfully implement the planning described above. Provide a detailed rationale for each request by referring to the analyses of data and SAO assessment results in Step I and/or to any other evidence not apparent in the data or SAO Assessment results.**

**a. Equipment (per unit cost is >\$500) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource ( <a href="#">Link</a> )	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
a.1	Wascomat Model DXSM665C Purchase/replacement of industrial-grade washer for equipment management operations	1	Goal 5	Current equipment has had a long and extended life, based on the requirement frequent repairs beyond warrantee. Efficient operation of this equipment critical to the athletics operation both in terms of volume capability and proper care of apparel and soft goods.	\$10,000 (Including tax, delivery, installation)	One time	Annual operational supplies budget will not support this purchase.

**a. Equipment (per unit cost is >\$500) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
a.2.	<p><b>Aggregate Athletic Training Items:</b></p> <p><b>Alert Aqua Portable with cup dispensers and casters (Alert Services)</b> The redesigned Aqua Portable TM transports Gatorade or water from the field house or dressing room to the sideline of any athletic event. Moves easily from one location to another. Ideal for pool decks, tennis courts, and gymnasiums.</p> <p><b>Cramer PowerFlo 60 (2628) Medco</b> Serves 6 drinking stations from 50 gallon wide-mouth tank. Self-contained, powered by 12v rechargeable battery. Coiled hoses FDA approved. Nozzles incorporate FDA approved components. Powder coated metal cart features unique anti-tipping steering system.</p> <p><b>Cramer Power Mister 3X (2406-55) Medco</b> –Transform portable drinking station into a cooling misting system.</p> <p><b>Rubbermaid 10 gallon Water Coolers</b> Double wall construction built tough for years of use.</p> <p><b>Rubbermaid 6 Drawer Utility Cart (Medco)</b> –Tough, compact cart rolls training supplies through narrow doors to competition site. Five slide-out drawers with molded-in grips provide instant access to any item; removable locking bar secures drawers during transport, helps safeguard contents. One-piece molded top provides comfortable push-pull handle; cord wrap bar; divided storage areas for small items; slots for scissors, shears; central worktop that supports up to 250 lb.</p>	1 of a.2  2 of a.2  3 of a.2  4 of a.2  5 of a.2	Goal 5  Goal 5  Goal 5  Goal 5	<p><b>Safety and welfare of student athletes.</b></p> <p>Equipment/Modality units and accessories needed in the athletic training/sports medicine area to successfully service and responsibly treat Palomar College student athletes. Enhance and increase safety and welfare standards for the benefit of participating student athletes; better protect the district in the area of liability issues associated with the care and prevention and treatment of athletic injuries</p> <p>Hydration station allows multiple student athletes to rehydrate during practices/competitions.</p> <p>Cooling system that allows student athletes relief from excessive heat during practices/competitions.</p> <p>Provide cold water to student athletes during practice and competitions. Replaces outdated 10-gallon coolers.</p> <p>This cart will allow the athletic training staff to contain bio hazard supplies in one general area to minimize the spreading of pathogens when dealing with blood in the athletic training room and during events in the gymnasium per OSHA guidelines.</p>	\$1,939.50  \$2,095.00  \$2,747.60  \$1,434.60  \$1,120.60	One time  One time  One time  One time	For all items listed under the a.2 heading: annual operational supplies budget for Athletic Training will not support these one-time equipment purchases.



a. Equipment (per unit cost is >\$500) Enter requests on lines below.

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
	<p><b>Dynatron X5 Soft Tissue Oscillation Device</b> – The unique construction utilizes a non-conductive layer to prevent current flow, thus creating an electrostatic field between the probe, gloves, and the tissue. By quickly alternating the polarity, a vibratory mechanical action is created which is highly effective in the treatment of both acute and chronic pain.</p>	6 of a.2	Goal 5	Equipment/Modality units and accessories needed in the athletic training/sports medicine area to successfully service and responsibly treat Palomar College student athletes. Enhance and increase safety and welfare standards for the benefit of participating student athletes; better protect the district in the area of liability issues associated with the care and prevention and treatment of athletic injuries.	\$5,489.90	One time	
	<p><b>Sports Hydration Cart (Medco 267903)</b> Eight drinking nozzles on 5 ft. coiled hoses 35 gallon poly tank 2.8 GPM 12 volt pumps with rechargeable battery and waterproof charger Handles retract for safety Wide body frame helps prevent tipping. Wheel barrow style design, on 5 x 13" pneumatic tires, makes handling easier over uneven terrain Overhead manifold folds down for ease in storage and transport. Retractable hitch assembly includes Sport Pouches for water bottles and trainer supplies.</p>	7 of a.2	Goal 5	Equipment/Modality units and accessories needed in the athletic training/sports medicine area to successfully service and responsibly treat Palomar College student athletes. Enhance and increase safety and welfare standards for the benefit of participating student athletes; better protect the district in the area of liability issues associated with the care and prevention and treatment of athletic injuries.	\$3,264.80	One time	
	<p><b>Outdoor Boss Self Contained Drinking System (Alert Services 905501)</b> Affordable, portable, versatile: rehydrate athletes at home and on the road. Fits 10 or 7 gallon twist-top coolers - just replace cooler top with lid assembly incorporating pump and 4 drinking stations. Stations feature FDA-approved suction hoses with filters, manual spray nozzles with auto shut-off valves. Auto-sensing, pressure activated pump shuts off when not in use, conserving battery.</p>	8 of a.2	Goal 5	Equipment/Modality units and accessories needed in the athletic training/sports medicine area to successfully service and responsibly treat Palomar College student athletes. Enhance and increase safety and welfare standards for the benefit of participating student athletes; better protect the district in the area of liability issues associated with the care and prevention and treatment of athletic injuries.	\$3,587.75	One time	

a. Equipment (per unit cost is >\$500) Enter requests on lines below.

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
	<b>Table Pro Portable Treatment Table (Medco 266740)</b> – Efficient design transports everything needed for sideline treatment and taping: Includes comfortable upholstered pad for table top; no wobbly table legs, travels on sturdy turf tires, sets up in minutes; case folds to a compact size, includes removable trays with lids, fixed drawer on glides; provides many tilt-bins, tape spindles. Outside dimensions (open for use): 65.8" x 23.6" x 37.1" (includes tires); outside dimensions (closed for transport): 47.4" x 32.9" x 37.1" (includes tires). Weight: 31.3 lb.	9 of a.2	Goal 5	Allows the athletic training staff to minimize the amount of equipment required for all football games, home or away. Accessible drawers and bins to find supplies in a more efficient way when tending to the needs of the student athlete.	\$3,771.25	One time	
	<b>Mueller Medi Kit 100 (Medco20708)</b> Heavy-duty metal case has special metal divider to keep 4oz aerosols upright. Black.	10 of a.2	Goal 5	Travel kits for each athletic team: contains supplies that are required to assist the student athletes at an away competitions Replace lost/broken travel kits.	\$1,770.07	One time	
<b>a.2. Total</b>	<b><u>Aggregate Athletic Training Items Total</u></b>	--	--	--	<b><u>\$25,128.07</u></b> Tax included	<b><u>One time</u></b>	
<b>a.3</b>	<b>Annual Football Equipment Reconditioning and Certification</b> Augmentation of the equipment budget specifically to address the annual required certification of protective football equipment.	3	Goal 5	Annual liability insurance requirement to insure that protective equipment meets industry safety standards and insures the district's best effort to provide reliable protective equipment and a safe environment for students participating in the intercollegiate football program.	\$7,000	Annual	Remains a struggle each year to fund as a component of the limited athletic equipment budget (400010 08350).
<b>a.4</b>	<b>Smithco MVP Utility Cart</b> – Vehicle specific to field prep and maintenance for baseball and softball.	4	Goal 5	Utility vehicle specific to maintenance and preparation for baseball and softball infields	\$11,500	One time	Annual operational supplies budget will not support this purchase.

**b. Technology (computers, data projectors, document readers, etc.) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
b1.	Computer Upgrade - Six (6)-to-Eight (8) upgraded desktop computers for student-athlete study lab (would gladly accept surplus units in good working condition).	1	Objective 5.4	Improve efficiency/capability of athletics study lab for student athletes.	\$10,000 if new; unknown for surplus.	One time	Annual operational supplies budget will not support this purchase.
b2.	Porta-Phone System - All-in-one sideline communication headset system for football. Total of five sets (two for press box, three for field).	2	Objective 5.4	Current system is five years old and outdated. Often inoperable due to wireless technology for scoreboard and timing system interference at various venues.	\$5,500	One time	Annual operational supplies budget will not support this purchase.

**c. Budget for 4000s (per unit cost is <\$500 supplies) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
c1.	Bledsoe Axiom-D Knee Braces Custom-fitted as protective equipment for offensive and defensive linemen (football).	1	Goal 2	Safety item for interior line play in football. Custom fitted to individual participants; each pair expected to last for two seasons of competition. Will reduce the frequency of major knee injuries in the football program.	\$4,500	Annual	Not currently funded. Item considered to be required protective equipment for the safety of select group of football players and borne out of Athletic Equipment budget.
c2.	Expendable Supplies Augmentation Equipment management operation requires augmentation to budget for expendable supplies: field paint, industrial strength laundry detergent, socks, swimsuits, spandex shorts, baseballs and softball.	1	Goal 5	Standing equipment management budget has not been augmented to maintain pace with rising costs and increased units of various expendable supplies as noted.	\$4,500	Annual	Limited amount of the athletic equipment budget no longer meets the annual needs to cover cost of expendable supplies (400010 08350).
c3.	Uniforms for Cheerleading Program Purchase and replacement funding to provide for cheerleading uniform and associated supplies.	2	Goal 5	The Athletics Program has never been provided with specific budgeting to support the cheerleading program, which has essentially the same annual requirements of any other athletic team.	\$2,500	Annual	Not currently funded. Replacement of lost, obsolete or damaged uniforms has been borne by the existing Athletic Equipment account (400010 08350) with no consideration of augmentation since program moved to the Athletic Program in 2008.

**d. Budget for 5000s (printing, maintenance agreements, software license etc.) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
d1.	<b>Charter Transportation</b> for large teams in addition to football (specifically: baseball, softball, soccer, swlm/dive, track & field)	1	Goal 5	Student and employee welfare as it regards safety and efficiency for mandatory travel to sanctioned athletic events. In a survey of 17 CCCAA peer-institution programs (those with 16-or-more sport teams) initiated by the Athletic Department in August of the current year (complete results/analysis available), Palomar College ranked 13 <sup>th</sup> in its average number of annual charter trips to competition sites. Of the four schools with fewer trips, none incur charter travel to home football games (without its own facility, Palomar hosts football contests at Escondido High School.	\$15,000	Annual	General operations budget 5000010 60100 cannot support this much-needed enhancement at current budgeting level.
d2.	<b>Replcement of per diem funding</b> and lodging expenses for student athletes and staff members on mandatory athletic road trips.	2	Goal 1	Reasonable expense to nourish student athletes, coaches and support staff on extended travel days/nights for intercollegiate competition.	\$35,000	Annual	Annual funding from district department cost center 5000010 has been appropriated for this purpose in the past.
d3.	<b>Software Licensing Fees</b> – Establish annual maintenance and licensing fund to address rising costs for photographic (game video), computer and communication systems.	3	Objective 5.4	Up-dated video, computer and communication apparatus is crucial to instruction and contest preparation, as driven by competition among peer programs. Existing equipment requires periodic maintenance and annual payment of rights usage fees affecting various sport programs.	\$5,000	Annual	Required existing licensing and upgrades create strain on available district operational funding.
d4.	<b>Officiating Expense Increase</b> - Budget enhancement to address increase in overall officiating fees from 2012-13 levels to 2013-14 levels.	4	Goal 2	CCCAA and regional fees for officiating have increased approximately 15 percent over the past two years, including required assigned line judges in men's and women's volleyball.	\$2,500	Annual	Yes, but increase in unavoidable expenditure not available in current budget allocation.

**e. Classified staff position (permanent/contract position requests unique to this discipline) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?
e1.	<p><b>Certified Athletic Trainer</b> – Program is in dire need of an additional permanent certified athletic trainer (.45, 10-month position acceptable). Continues to fill this position on a part-time hourly basis, which eliminates the opportunity to meet the need of personnel continuity and efficiency.</p>	1	Goal 4	<p>Provide appropriate athletic training/sports medicine coverage for all athletic contests as required by the governing body (CCCAA Bylaw 9); daily practice sessions and compliant non-traditional season events. Increase the personal welfare and safety conditions for participating student athletes; minimize the district liability exposure; reduce the need to initiate expensive overtime hours of current athletic training staff.</p>	Unknown	Annual	<p>None; new position. Top-priority hire for the Athletic Program for seven years; meeting a health/safety need and position required to meet legal and/or regulatory mandates are the top priority factors in the established Student Services staffing plan.</p>
e2.	<p><b>Sports Information Specialist</b> Increase allowable hours, enhance employment status of Sports Information Specialist.</p>	2	Goal 4	<p>Important position for the efficient and successful operation of the intercollegiate athletic program. Positioned to bring recognition and recruitment interest to participating student athletes. Contributions include administration of the department website; cultivation of regional, state and national media contacts and industry-related outlets, bringing appropriate notoriety of the institution through the endeavors of the intercollegiate athletic program. Contest operations include management of statistical data, specific to CCCAA Bylaw 4.3.3, which is a required and specifically dated task under the penalty of sanction; scores reporting and record keeping. Serves as department historian and key member of the Athletic Hall of Fame Committee. Current hourly restrictions and lack of benefits have long been inappropriate for this position, which, in effect, is currently recognized as working out of class.</p>	Unknown	Annual	None
e3.	<p><b>Athletic Administrative Assistant</b> Creation of entry-level position to serve as administrative assistant to the Director of Athletics.</p>	3	Goal 4	<p>Increase general operations and event coverage capability of the department to better meet the needs of the intercollegiate athletic program as based on its current scope. Administrative oversight a CCCAA requirement for all home athletic events. Would put Palomar College athletic operations on par with peer programs in the state.</p>	Unknown	Annual	None

**f. Classified staff position (temporary and student workers position requests unique to this discipline) Enter requests on lines below.**

Resource	Describe Resource Requested	Prioritize these requests 1,2,3, etc.	Strategic Plan 2016 Goal/ Objective Addressed by This Resource (Link)	Provide a detailed rationale for the requested resource. The rationale should refer to your discipline's plan, analysis of data, SAO assessments, and/or the College's Strategic Plan	Estimated Amount of Funding Requested	Will this be one-time or on-going funding?	Is resource already funded (In part or In full)? If so, name source. Why is that source not sufficient for future funding?
f1.	<b>Short-Term Hourly Budget</b> Enhancement of the short-term hourly budget (230010), also used for necessary overtime-hour compensation of classified staff personnel.	1	Goal 1	This is a trade-off based on the acceptance or non-acceptance of Item e.1. If the department is to function without permanent staffing, it will require additional funding for temporary part-time and overtime-hours in the areas of athletic training, equipment/facilities operations.	\$10,000	Annual	Requested as augmentation to existing 230010 compensation cost center.
f2.	<b>Student Tutorial Assistance</b> Employ part-time hourly student tutors, specifically assigned to meet the needs of student athletes, as supervised by the academic athletic counselor.	2	Goal 1 Objective 1.1	Specifically intended to improve the academic performance, retention and transferability of participating student athletes. Funding request based on two (2) student tutors assigned for three days per week, three hours per day at \$10 per hour for 20 weeks (10 weeks in each of the fall and spring semesters).	\$3,600	Annual	None currently; requested as augmentation for stated specific purpose to the existing 230010 compensation cost center.

**III. B. Are there other resources (including data) that you need to complete your discipline review and planning?**

Development of standard data gathering program or system by the Office of Institutional Research to evaluate annual academic performance of student athletes in comparison to other full-time students. Comparison criteria to be evaluated: 1) retention; 2) grade point average; 3) units attempted and passed; 4) transfer qualification and 5) AA degree completion.

**STEP IV. SHARE YOUR ACCOMPLISHMENTS** Please include at least one discipline accomplishment that you'd like to share with the college community.

1. Participation: 397 student athletes (263 men; 134 women) verified for eligibility in 21 varsity sports; 14 cheerleaders for a total of 411 student participants in the 2013-14 academic year.
2. Fall Semester Grade Report: A total of 67 athletes in 12 varsity sport programs earned All-Pacific Coast Athletic Conference Scholar-Athlete recognition (passed a minimum of 12 units with a minimum 3.0 grade point average, while participating in their season of competition). Among 67 scholar athletes, 11 earned perfect 4.0 grade point averages and an additional 19 posted GPAs of 3.5 or higher.

Spring Semester Grade Report: Among the nine Palomar College spring-sport teams, 49 athletes earned All-Pacific Coast Conference Scholar-Athlete awards. The total included five athletes with 4.0 grade point averages, while an additional 15 participants achieved GPAs of 3.5 or higher. The women's swimming and diving team qualified to be nominated for a CCCAA Scholar-Team Award, posting an aggregate grade point average of 3.22.

3. **Competitive Performance Highlights - Team:**
  - Baseball – 28-11, Pacific Coast Athletic Conference Champion; CCCAA Regional Tournament Qualifier
  - Softball – 33-6, Pacific Coast Athletic Conference Champion; CCCAA Regional Tournament Qualifier
  - Women's Golf – Orange Empire Conference Champion; CCCAA Regional Tournament 3<sup>rd</sup> Place
  - Women's Cross Country – Pacific Coast Athletic Conference Co-Champion; CCCAA Regional and State Meet Qualifier
  - Wrestling – Third Place finisher in CCCAA Regional Tournament; Fifth-Place Finisher in CCCAA State Tournament
  - Women's Water Polo – Pacific Coast Athletic Conference Runner-Up; CCCAA Regional Tournament Qualifier
  
4. **Competitive Performance Highlights - Athlete:**
  - Baseball – Dillan Smith, PCAC Player of the Year
  - Softball – Kall Pugh, CCCAA State Player of the Year; PCAC Player of the Year  
Dani Cowan, PCAC Pitcher of the Year
  - Women's Golf – Sadye Busby, Orange Empire Conference Player of the Year
  - Women's Tennis – Remy Littrell, PCAC Player of the Year; PCAC Female Scholar-Athlete of the Year;  
ITA Arthur Ashe Regional Leadership/Sportsmanship Award
  
5. **Competitive Performance Highlights - Coach:**
  - Baseball – Buck Taylor, PCAC Coach of the Year
  - Softball – Lacey Craft, PCAC Coach of the Year; CCCAA State Coach of the Year; PCAC Co-Most Outstanding Women's Sport Coach of the Year
  - Women's Golf – Mark Eldridge, Orange Empire Conference Coach of the Year
  
6. On-going efforts of the individual sport teams and student-athletes themselves, as supported by the Palomar College Foundation, raised and spent in excess of \$180,000 to improve and enhance their annual operations. Much of this funding has supplemented general operational expenses that in the past were regularly supported by district funds.
  
7. Successful planning to propose and initiate the institution's 11<sup>th</sup> women's and 22<sup>nd</sup> overall intercollegiate sport program, women's sand volleyball, scheduled to play its inaugural season in the spring of 2015. With the addition, the Palomar College Intercollegiate Athletics Program will consist of an equal number of men's and women's varsity sport offerings for the first time in its 69-year history of operation.
  
8. The Athletic Department successfully conducted its third Athletic Hall of Fame selection process and induction banquet, honoring 16 former athletes, coaches and contributors in the class of 2014. In just three years of operation, the Palomar College Athletic Hall of Fame now consists of 46 inductees, on display in the foyer of The Palomar Dome gymnasium.
  
9. Led by the creative and knowledgeable effort of Athletic Academic Counselor Steve White, the program initiated its first-ever process for student-athlete priority registration, featuring group scheduling sessions in the Library Computer Lab. Of identified athletes qualified to participate, 53 percent took advantage of the first term enrollment opportunity for the fall semester of 2014.
  
10. An all-time high 68 athletic department staff members (full-time permanent, part-time associates and/or volunteers) participated in and achieved a passing grade of 80 percent or higher to meet the annual California Community College Athletic Association compliance-exam requirement in advance of the 2014-15 academic year.

**STEP V. ACCREDITATION** For programs with an external accreditation, indicate the date of the last accreditation visit and discuss recommendations and progress made on the recommendations.

The program is a recognized member in good standing of the California Community College Athletic Association, having met all annual CCCAA operational compliance standards: Form R-1, Statement of Compliance; Form R-2, Statement of In-Service Compliance Training; Form R-3, Statement of Compliance as associated with Non-Traditional Season activities; Form R-4 Statement of Federal Title IX Gender Equity Compliance. The program is also recognized as a compliant member in good standing with the Pacific Coast Athletic Conference, the Southern California Football Association, Southern California Wrestling Association and as a hosted associate in the sport of women's golf with the Orange Empire Conference.

**STEP VI. COMMENTS** Other comments, recommendations: (Please use this space for additional comments or recommendations that don't fit in any category above.)

The Palomar College Intercollegiate Athletics Program now features 22 varsity sport teams and co-ed cheerleading, encompassing an annual average of 444 participating students. Among the 104 California Community Colleges engaged in intercollegiate athletics, *none* have more teams, more contests or more student participants. Considering this complex, diverse and comprehensive nature of the program, it is believed the district receives a tremendous return on investment from a limited operational budget and undersized support staff.

For the most part, the program's adjunct coaches and non-instructional assistants are among the lowest paid in the state, Comet teams travel to competition on a comparative low-level basis and facilities remain outdated, dysfunctional and extremely difficult to recruit to. Clearly, the program continues to suffer with a "facility-poor" reality, which is magnified by the breathtaking athletic facilities at district high schools such as San Marcos, Mission Hills, Escondido, Rancho Buena Vista, Poway and La Costa Canyon. More than ever, regional athletic prospects and their parents continue to consider enrollment at Palomar College to be a significant "step-down" when choosing a post-secondary sport program and/or educational institution.

Because student-athletes are required to meet full-time-student status in order to meet eligibility requirements, the athletic program contributes more than \$4 million annually to the district's state apportionment funding in the form of full-time student equivalency and weekly student contact hours. Additionally, during the fiscal year 2013-14, the athletic teams once again deposited an aggregate fundraising total in excess of \$180,000 into Palomar College Foundation trust accounts and used the funding for program enhancements and general operational expenses (student travel and meals) that in past years had been financed with district funding. This having been said, it is also understood that since the national economic downturn of 2008, the district has been operating at a revenue deficit. In this regard, the Athletic Department is truly appreciative of having had the opportunity to maintain its full complement of intercollegiate-sport offerings, albeit under the strain of reduced financial support. Indeed, the district administration is to be commended for its understanding of the inherent educational value and positive public notoriety associated with a vibrant and diverse intercollegiate athletic program.


The athletics staff has received a tremendous morale boost with ground breaking on the new baseball facility and precinct planning for the long-awaited Kinesiology/Athletics Complex, as a component of the Prop M build-out. While it is encouraging for the facility issue to have finally been addressed, it is hoped that better economic times will allow for the program to gain financial support more appropriately suited to its size and scope. In this regard, the following items of operational enhancement, which may or may not meet with the established goals and/or objectives of the standing strategic plan –some previously noted in this document-- should be addressed as priority needs:

- Appropriate operational staffing, beginning with athletic training/sports medicine for the safety and welfare of participating student-athletes.
- Reinstatement of district funding to cover the cost of student and staff per-diem in association with travel to sanctioned athletic contests.
- A peer institution review to determine compensation standards for adjunct coaches and willingness to increase to appropriate levels.
- A carefully reviewed and appropriately structured compensation schedule for non-instructional program associates.
- Expanded utilization of charter transportation to athletic contests.



Please identify faculty and staff who participated in the development of the plan for this department:

Flecia Heise, Head Athletic Trainer <i>Name</i>	Israel Lopez, Athletic Equipment Coordinator <i>Name</i>	Amber Slivick, Dept. ADA <i>Name</i>
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Department Chair/Designee Signature

11/14/2014  
Date

Division Dean Signature

  
Division Vice President Signature

1/20/15  
Date