

**IMPERIAL VALLEY COLLEGE  
PROGRAM REVIEW/BUDGET COVER AND SIGN-OFF SHEET**

PROGRAM/DEPARTMENT English Department

ACADEMIC YR. 2014-2015

Academic Program Review

Service Area Program Review

2014-2015 Budget

Resource Requests

Program Review Completed by:

Printed Name	Title	Signature/Date
James Patterson	Chair - English	James Patterson 7 Apr 2014

Program Chair/Coordinator/Director:

Printed Name	Title	Signature/Date
James Patterson	Chair - English	James Patterson 7 Apr 2014

Area Dean:

Printed Name	Title	Signature/Date
Bevin McNeese	Dean of Arts, Letters & Learning Services	Bevin McNeese 4/7/2014

Area Vice President :

Printed Name	Title	Signature/Date
Kathy Berry	VP for Academic Services	Kathy Berry 4-11-14



# Imperial Valley College

## Program Review

Org: 211, Description: Arts and Letters						
Acct Description	Fund Description	Actual (12-13)	Budgeted (13-14)	Request (14-15)	Justification	Prio
4455 Copying/Printing	11001 Unrestricted - General	\$13,236.87	\$9,500.00	\$9,500.00	routine operational cost	1
4480 Hospitality	11001 Unrestricted - General	\$158.00	\$200.00	-\$200.00	hospitality	3
5110 Consulting Services	11001 Unrestricted - General	\$0.00	\$600.00	\$600.00	Professional Dev.	3
5210 Travel - Mileage	11001 Unrestricted - General	\$0.00	\$200.00	\$200.00	travel mileage	3
5310 Memberships and Dues	11001 Unrestricted - General	\$0.00	\$150.00	\$150.00	ECCTYC	3
5860 Postage	11001 Unrestricted - General	\$0.90	\$18.00	\$18.00	postage	5
<b>Totals:</b>		<b>\$13,395.77</b>	<b>\$10,668.00</b>	<b>\$10,668.00</b>		

<b>Actual Grand Total (12-13):</b>	<b>\$13,395.77</b>
<b>Budgeted Grand Total (13-14):</b>	<b>\$10,668.00</b>
<b>Requesting Grand Total (14-15):</b>	<b>\$10,668.00</b>



# Imperial Valley College

## Program Review

### Professional Development Resource Requests

PROFESSIONAL DEVELOPMENT NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1500 - English:									
# Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Goal Two (Student Learning Programs and Professional Development	\$10,000	1	3	Yes	No		\$10,000
<b>Totals:</b>									<b>\$10,000</b>
<b>Long Justifications:</b>									
1 Funds are being requested to provide appropriate teacher training and remediation.									

**Grand Total: \$10,000**



# Imperial Valley College

## *Program Review*

### Routine Operational Cost Resource Requests

ROUTINE OPERATIONAL COST NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1500 - English:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	1	Goal One (Institutional Mission and Effectiv	Copy/Print Increase	\$100	37	1	Yes	No		\$3,700
2	1	Goal One (Institutional Mission and Effectiv	Copy/Print Winter	\$300	1	1	Yes	No		\$300
<b>Totals:</b>										<b>\$4,000</b>
<b>Long Justifications:</b>										
1 This amount reflects the difference between the 2013-14 budget amount and the actual expenditures for 2012-13.										
2 Need copy/print budget for Winter 2015.										

**Grand Total:            \$4,000**



# Imperial Valley College

## Program Review Staffing Resource Requests

STAFFING NEEDS for ORG 211 - Arts and Letters AND PROGRAM 1500 - English:									
# Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	2	Goal Two (Student Learning Programs and	Embedded Tutor	\$1,100	8	5	Yes	No	\$8,800
<b>Totals:</b>									<b>\$8,800</b>
<b>Long Justifications:</b>									
1 To provide embedded tutors to two sections of ENGL 009 and two sections of ENGL 010 for the fall and spring semesters.									

**Grand Total: \$8,800**



# Imperial Valley College

## Program Review

Org: 211, Description: Arts and Letters						
Acct Description	Fund Description	Actual (12-13)	Budgeted (13-14)	Request (14-15)	Justification	Prio
4455 Copying/Printing	11002 Summer School	\$112.75	\$75.00	\$100.00	Copying and printing....	1
<b>Totals:</b>		<b>\$112.75</b>	<b>\$75.00</b>	<b>\$100.00</b>		

**Actual Grand Total (12-13):** \$112.75  
**Budgeted Grand Total (13-14):** \$75.00  
**Requesting Grand Total (14-15):** \$100.00



# Imperial Valley College

## *Program Review*

Org: 211, Description: Arts and Letters						
Acct Description	Fund Description	Actual (12-13)	Budgeted (13-14)	Request (14-15)	Justification	Prio
4455 Copying/Printing	11701 Winter Intersession	\$0.00	\$0.00	\$1,755.00	Copying and printing....	1
<i>Totals:</i>		<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,755.00</b>		

**Actual Grand Total (12-13):** \$0.00  
**Budgeted Grand Total (13-14):** \$0.00  
**Requesting Grand Total (14-15):** \$1,755.00