Annual Program Update

Overview

Before starting this form visit the [Columbia College Program Planning and Evaluation](#) website to check the Review Cycle to see if you should be completing this form or the Comprehensive Program Planning and Evaluation form and look at previous reviews and updates in the archive.

The purpose of the Annual Program Update is to provide an update on the program and it's curriculum (if applicable), create new goals and provide updates on past goals, and request resources to support your program. You are expected to collaborate with others who may provide valuable insight about your program. For example, administration, part-time faculty, counselors, students, faculty in other disciplines, classified professionals, and community partners.

Instructions

At the bottom of this form there are two options available: Save and Submit. Use the Save option to save any progress on the form. You can use the "**Get Draft Link**" to send this link to other people for review or for you to review it later. **Jotform does not allow multiple people to simultaneously work on a form - communicate with one another if you share the link with multiple people**. If you are a reviewer only fill out areas that are designated "**Feedback (Reviewer Only)**" (The grey areas) and click Save. **Reviewers never click submit**.

This form is meant to be used for all programs across the college meaning some questions might not be applicable for specific departments. Put "Not applicable" or "N/A" if this is the case.

The form is broken up into five sections:

1. General Information
2. Curriculum and Course Offerings
3. Program Goals
4. Resource Requests
5. Additonal Thoughts
6. Submission

General Information

Select your program

Mental Health and Wellness

Select the academic year

2025-26

Describe any major changes in the program from the previous year, if any.

-At the end Fall 2024 our department went from a faculty coordinator to a director of mental health and wellness
-Fall 2024 we participated in a 15 outreach events from classroom presentations, workshops, resource tabling, professional development, suicide prevention and awareness, skills building and wellness events
-Spring 2025 we participated in 14 outreach events from classroom presentations, workshops, resource

tabling, professional development, suicide prevention and awareness, skills building and wellness events
-In spring of 2025 we included an associate social worker to our staff for training and educational opportunities
-Fall 2025 we will have a Nurse faculty coordinator. The new nurse will be in the health center and teaching classes.

Feedback (Reviewer Only)

MI-All positive changes, but continue to think about clerical/admin support for functions like scheduling, reception, and ensuring confidentiality going forward.

Curriculum and Course Offerings

Curriculum

To help answer the questions in this section, please visit the Course 5-Year Review Tracker, Award 5-Year Review Tracker, and the Course Sunset List on the left-hand side under Curriculum Resources on the [Columbia College Curriculum Committee](#) website. Additionally, you can visit the Columbia College Dashboard for information on courses, programs, and course-to-program mappings.

Developing New Curriculum

You should talk with your dean and the articulation officer before developing new curriculum. Here are some helpful resources:

- The [Chancellor's Office Curriculum Information System (COCI)](#) can be a useful tool for identifying courses and programs at other community colleges which could be useful for future curriculum planning. Click on 'Programs' or 'Courses' in the upper right part of the page.
- [Transfer Model Curriculum Information](#) can provide useful information on associate degrees for transfer.
- [Common Course Numbering (CCN)](#) has helpful information for developing course outline of record for courses that need common course numbering.

Does the department have any curriculum (courses or awards) that need review?	Not Applicable
Does the program have plans to create new courses or new awards?	Not Applicable

To help answer this question below, please see the [Past Course Offerings Excel File](#).

Reflect on past course offerings. Are offerings sufficient for students to complete the program in two years? Have you had discussions with your dean about the program's two-year plan of offerings?

N/A

Program Goals

Please set **at least one** measurable goal to work toward. Some examples of goals include reviewing, changing, or adding curriculum, increasing enrollment or modifying delivery modalities, establish an offering plan (two-year plan) for courses, increasing student learning and success, or improving student equity etc. **Resource requests are not goals. Resources are used to achieve goals.**

Goal 1 (Required)

Goal 1 Title	Increase awareness and reduce stigma for mental health services on campus.

Goal 1 Status	New Goal

Map Goal 1 to one or more Strategic Plan objectives:	Increase Transfer Readiness
	Increase Workforce Readiness

Goal 1 Description. Please provide a description of the goal. If the goal is in-progress or completed please provide an update on the goal and the status of any resource requests related to this goal.

The goal is to host a Destigmatizing Mental Health workshop/professional development both Fall 2025, and Spring 2026 semesters open to all students, staff and faculty. These workshops are aimed at creating awareness around what therapy and mental health counseling can look like on a college campus, how to access it, what to expect, where to go for resources, what do in a crisis and much more.

Feedback (Reviewer Only)

MI-I would break this up into one for students and one targeted at staff/faculty, but yes, absolutely filling a need.

Goal 2 (Optional)

Goal 2 Title	Promote campus mental well-being

Goal 2 Status	New Goal

Map Goal 2 to one or more Strategic Plan objectives:	Increase Transfer Readiness
	Reduce Barriers to Completion
	Increase Workforce Readiness

Goal 2 Description. Please provide a description of the goal. If the goal is in-progress or completed please provide an update on the goal and the status of any resource requests related to this goal.

For both Fall 2025 and Spring 2026 host specific self-care series sessions with engaging activities promoting self-care and mental wellbeing. The goal to is to improve overall mental well-being to students, staff and faculty campus wide. These series sessions will encourage positive mental health practices with the goal to improve emotional, psychological and social well-being.

Feedback (Reviewer Only)

MI-nice.

Goal 3 (Optional)

Resource Requests

The purpose of this section is to make resource requests for the program. If a resource request is related to one of your goals listed in the previous section, list the goal numbers.

Resource Requests

Resource Type	Item Name / Brief Description	Related Goal(s) (If applicable)	Cost (estimate)
Events	Self-care Series Sessions	2	2000
Professional Development	Destigmatize Mental Health Workshop(s)	1	1000

Feedback (Reviewer Only)

MI-When the cost is unknown, I recommend budgeting 500 each, just to have the flexibility to consider a swag/incentive gear giveaway and/or printing/marketing of each of the events. I have added 4x500 for 2,000 to cover the series and 2x500 for 1,000 to cover the

Additional Thoughts

Feedback (Reviewer Only)

MI-Nice start, but begin to think about what numbers of attendees you'll want to track at each of the planned workshop/events. It is great you and staff participated in so many events last year, but now that you're setting specific programming in motion, use the first participation to build to future planned event and/or tie to student success goals that help establish and sustain your services.

Submission

For the submitter only, not the reviewer. Have you received good feedback and are you ready to submit your Comprehensive Program Planning and Evaluation?

Yes

Who is submitting this form

Jordan McMurray

Submission Date

Thursday, June 12, 2025