

Program Review Committee Comments

Program: Earth Sciences Date Reviewed: 10.17.17

Resubmittal Date: Fri. No 8, 2013 emailed to Bob Klier and Janet Young

http://www.elcamino.edu/administration/vpaa/program_review/process-and-materials.asp

Scroll down the page and you will see the link for the template.

1. Overview of the Program	Comments
a) Provide a brief narrative description of the current program, including the program's mission statement and the students it serves.	Remove the verbiage "lectures and labs" from 3 rd line. Add overview of the number of students, sections etc. to give reader a good "picture" of the size and scope of the program as we read through the rest of the document. Include number of full and part-time faculty.
b) Describe the degrees and/or certificates offered by the program.	Add the number of degrees awarded. Find out if they are AA-T or AS T Degrees
c) Explain how the program fulfills the college's mission and aligns with the strategic initiatives. (see Appendix A)	
d) Discuss the status of recommendations from your previous program review.	

2. <u>Analysis of Research Data</u> (include data provided by Institutional Research & Planning)	
a) Provide and <u>analyze</u> the following statistics/data.	Comments
1. Head count of students in the program	P. 4 - Use the term "college-wide" instead of ACCJC standard. P. 8 2 nd line – use El Camino College goals standards.
2. Course grade distribution	
3. Success rates (Discuss your program's rates in light of the college's success rate standard. Set a standard for your program.)	Add this information. I think you mentioned it was 70%
4. Retention rates	Address the 10% drop in Oceanography from Spring/Fall 2010 Pg 11. Elaborate on or address the "natural variation in rates should be expected to some degree. Is 10% acceptable?
5. A comparison of success and retention rates in face-to-face classes with distance education classes	Include the data-mart information. Perhaps address ways/plans to increase online Ed. You mentioned that this gives students an option, and that not all fail. By eliminating this you eliminate this option for those who succeed. You said it better.
6. Enrollment statistics with section and seat counts and fill rates	
7. Scheduling of courses (day vs. night, days offered, and sequence)	General Comment: Watch the tendency to over enroll sections.
8. Improvement rates (if applicable)	
9. Additional data compiled by faculty	
b) List any related recommendations.	If you have any recommendations from this section, list them here.

3. Curriculum Review and discuss the curriculum work done in the program during the past four years, including the following:	
a) Provide the curriculum course review timeline to ensure all courses are reviewed at least once every 6 years.	Fix the reference to Geography 20abcd and clarify that you are not breaking it up into two classes at this time. Perhaps remove that reference. Include the Curriculum Review timeline.
b) Explain any course additions to current course offerings.	
c) Explain any course deletions and inactivations from current course offerings.	
d) Describe the courses and number of sections offered in distance education. (Distance education includes hybrid courses.)	
e) Discuss how well the courses, degrees, or certificates are meeting students' transfer or career training needs:	
1. Have all courses that are required for your program's degrees and certificates been offered during the last two years? If not, has the program established a course offering cycle?	
2. Are there any concerns regarding program courses and their articulation?	P 10. Include more columns of the chart to include the CUS and IGETC areas.
3. How many students earn degrees and/or certificates in your program? Do students take licensure exams? If so, what is the pass rate? If few students receive degrees or certificates or if few students pass the licensure exam, should the program's criteria or courses be re-examined? Set an attainable, measurable goal for future degrees, certificates, and/or licensure pass rates.	
f) List any related recommendations.	Add: Asking articulation officer about the Geology 6 for AA/AS transfer

4. Assessment and Student and Program Learning Outcomes (SLOs & PLOs)	
a) Provide a copy of your alignment grid, which shows how course, program, and institutional learning outcomes are aligned.	Include SLO Timeline
b) Provide a timeline for course and program level SLO assessments.	
c) State the percent of course and program SLO statements that have been assessed.	
d) Summarize the SLO and PLO assessment results over the past four years and describe how those results led to improved student learning. Analyze and describe those changes. Provide specific examples.	Chris Gold stated that clarification of how student learning has resulted in changes in actual teaching. I see this in the document, but if she asked the question (and she is more experience than I) it just needs to be stated more directly.
e) Determine and discuss the level your program has attained in the SLO rubric in Appendix B. (Awareness, Developmental, Proficiency, or Sustainable Continuous Quality Improvement)	
f) Describe how you have improved your SLO process and engaged in dialogue about assessment results	
g) List any related recommendations.	

5. Facilities and Equipment

a) Describe and assess the existing program facilities and equipment.	Give an overview of the existing facilities and equipment here.
b) Explain the immediate (1-2 years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
c) Explain the long-range (2-4+ years) needs related to facilities and equipment. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
d) List any related recommendations.	Pull out recommendations and put them here.

6. Technology and Software

a) Describe and assess the adequacy and currency of the technology and software used by the program.	
b) Explain the immediate (1-2 years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
c) Explain the long-range (2-4+ years) needs related to technology and software. Provide a cost estimate for each need and explain how it will help the program better meet its goals.	
d) List any related recommendations.	

7. Staffing

a) Describe the program's current staffing, including faculty, administration, and classified staff.

Use \$100,000 as the amount for faculty. Separate out the two positions.

b) Explain and justify the program's staffing needs in the immediate (1-2 years) and long-term (2-4+ years). Provide cost estimates and explain how the position/s will help the program better meet its goals.

c) List any related recommendations.

8. Future Direction and Vision

a) Describe relevant changes within the academic field/industry. How will these changes impact the program in the next four years?

b) Explain the direction and vision of the program and how you plan to achieve it.

c) List any related recommendations.

9. Prioritized Recommendations

a) Provide a single, prioritized list of recommendations and needs for your program/department (drawn from your recommendations in sections 2-8). Include cost estimates and list the college strategic initiative that supports each recommendation (see Appendix A). Use the following chart format to organize your recommendations.

Add any recommendations you may have added throughout the document.

b) Explain why the list is prioritized in this way.