Academic Program Review Committee

Program: Philosophy
Date Reviewed: December 10, 2015
Resubmittal Date: December 18, 2015

Please use these notes along with the comments from APRC members and your dean when revising this document.

General Comments: Great first page; consider reiterating recommendations throughout the document help build your case.

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.	• Pg 4, Recommendation 1: Typo • Add more detail to Recommendation 1c. • Pg 5, Recommendation 4: Include the course number.
b) Describe the degrees and/or certificates offered by the program.	•
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. Analysis of Research Data (include data provided by Institutional Research & Planning)	
Provide and <u>analyze</u> the following statistics/data	Comments
a) Head count of students in the program	•
b) Course grade distribution	•

c) Success rates (Discuss your program's rates in light of the college's success rate standard. Set a standard for your program.)	- Pg 8, "semi-regularly": Consider changing to "alternating", or reword to explain which courses have multiple sections, which have one section, which are offered once per year, etc. A table may be a good option for this. - Pg 9, graphs: Add a legend; add descriptors to bottom graph and only include the 5 terms to get rid of additional space on the right. - Pg 12: Typo in graph 2: "#" instead of "3". - Pg 15, classes regularly over-capacity: Be cautious when frequently adding students over capacity; class sizes may be increased to a number that is higher than what is manageable, and could affect success rates. - Pg 17: Consider working with IRP to update the study regarding pre-requisites. - Consider tracking pre- and post-tests to strengthen Eng 1A pre-requisite argument.
d) Retention rates	•
e) A comparison of success and retention rates in face-to-face classes with distance education classes	•
f) Enrollment statistics with section and seat counts and fill rates	•
g) Scheduling of courses (day vs. night, days offered, and sequence)	•
h) Improvement rates (if applicable)	•
i) Additional data compiled by faculty	•
j) List any related recommendations.	•

3. Curriculum Review	Comments
a) Provide the curriculum course review timeline to ensure all courses are reviewed at least once every 6 years.	•
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?	•
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	•
f) List any related recommendations.	• Pg 20: Add annotation that the modern/contemporary split begins spring 2016. • Pg 20: Add recommendations.

Form last revised 8.15.2014

4. Assessment and Student and Program Learning Outcomes (SLOs & PLOs)	Comments
a) Provide a copy of your alignment grid, which shows how course, program, and institutional learning outcomes are aligned.	• Replace old alignment grid with the new one from the website.
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.	•
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.	• Consider tying in program needs (such as tutoring) to SLOs to build a stronger case. • Pg 32: Typo at bottom of page

5. Analysis of Student Feedback	Comments
a) Describe the results of relevant surveys.	• •
b) Discuss the implications of the survey results for the program.	•
c) List any related recommendations.	• Consider adding a 2nd 8-week session; schools who offer this have high success rates.

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6. Facilities and Equipment	Comments
d) Describe and assess the existing program facilities and equipment.	• Consider requesting a critical thinking lab; could be shared with Communications Studies and English (other programs that fulfill Area 3). Add the information regarding CSU San Bernardino having a lab.
e) 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.	•
f) 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.	•
g) List any related recommendations.	•

7. Technology and Software	Comments
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.	•

8. Staffing	Comments
a) Describe the program's current staffing, including faculty, administration, and classified staff.	• Add the lab recommendation in here also.

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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.	• Consider hiring previous students who are now upper-division majors at universities as SI coaches.
c) List any related recommendations.	• Reiterate recommendation here.

9. Future Direction and Vision	**Comments**
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.	• Reiterate the critical thinking lab and SI Coaches recommendations here.

10. Prioritized Recommendations	**Comments**
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 Strategic Initiatives to table. • Add end parentheses on Recommendation 3.
b) Explain why the list is prioritized in this way.	•