

Academic Program Review Committee

Program: Childhood Education

Date Reviewed: 10/15/2015

Resubmittal Date: 11/2/2015

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

- **General Comments:** Double-check for pagination.

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.	<ul style="list-style-type: none">• Include history of SEP and child development center• Identify any other future "opportunities"
b) Describe the degrees and/or certificates offered by the program.	<ul style="list-style-type: none">•
c) Explain how the program fulfills the college's mission and aligns with the strategic initiatives. (see Appendix A)	<ul style="list-style-type: none">•
d) Discuss the status of recommendations from your previous program review.	<ul style="list-style-type: none">•

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	<ul style="list-style-type: none">• Format: check blue background on the second line of all tables here for consistency
b) Course grade distribution	<ul style="list-style-type: none">•
c) Success rates (Discuss your program's rates in light of the college's success rate standard. Set a standard for your program.)	<ul style="list-style-type: none">• Ed goal data on application and then the student changes mind.
d) Retention rates	<ul style="list-style-type: none">•

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?	• Recommend Geology 6 offered regularly or be able to switch for Geo 1 or 3 for the AA-T
2. Are there any concerns regarding program courses and their articulation?	• Check the C-ID for 201 • Pre-req problem with CDEV 103. Counselors also affected by this problem.

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.	• Review Geology course offerings

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.	•
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) Describe how you have improved your SLO process and engaged in dialogue about assessment results	•
f) List any related recommendations.	•

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.	•

6. Facilities and Equipment	Comments
d) Describe and assess the existing program facilities and equipment.	•
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.	• Maybe a general statement about teaching environment and maintenance of facilities.
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.	• Move “closed captioning” to immediate needs due to ADA compliance.
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.	•
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.	• Page 34: Special Assistant. The words used “replace this person so students can learn...” It does not state if this is a new hire or if this would be a replacement. It is marked as a “permanent position”. Might want to add to that “to replace a causal position”.

c) List any related recommendations.	•
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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.	<ul style="list-style-type: none"> • Bachelor degree potential • Child dev center potential in long term <ul style="list-style-type: none"> ○ Suggestion: put in to revamp center and make it appropriate so you can get the next bond, projected cost to build and run and equip it with modern equipment. Build your own building. If you do the right model, then you can have classrooms in there too. Need to get some data together. Since Marsee Auditorium will be torn down, we have space there that can be used. ○ Since Child Dev is separate building separate facility, show how other colleges have their building centers. We don't want child dev building in the middle of campus, parents will not want to drop off their children in the middle of campus. ○ Add child dev center to Future Direction and Vision, as an outline, but then also it could also be mentioned in an appendix, as a separate document, and say "although more research needs to be done, we can estimate approx. ____ dollars" ○ Ask other schools for their budgets as well. ○ Everything else in vision clear? ○ Page 36, Practicum is required every semester to satisfy for the degree. Want to reiterate that this is a requirement, and is not optional. ○ Should add that some places are charging 20-50\$ for observations. We don't have

	<p>the facilities to support our students. It's a requirement, but students are having to pay for that. Need to include that. We are requiring students to contract out for something we should be providing.</p> <ul style="list-style-type: none"> ○ Don't forget to mention the long term vision in the beginning part, in the program overview. Don't go in depth, but mention it. ● Expand Advisory Committee. Only see one person outside of the Child Dev. Have had more outside advisors in the past. Air Conditioning has had many people outside in the field that are giving advice. Can have other people give input and this might give support to a new child dev. Center.
c) List any related recommendations.	<ul style="list-style-type: none"> ●

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.	<ul style="list-style-type: none"> ●
b) Explain why the list is prioritized in this way.	<ul style="list-style-type: none"> ●