

CRAFTON HILLS COLLEGE

MEMORANDUM

TO: Gloria Macias Harrison, President
FROM: Planning & Program Review Committee
DATE: April 23, 2010
SUBJECT: **SUMMARY OF PROGRAM HEALTH AND EFFECTIVENESS**

Thirty-three programs were scheduled to complete the program review cycle during the 2009 – 2010 academic year. Several programs were combined at the request of the Dean or Unit Leader; this document summarizes twenty-six Program Reviews. The committee reviewed each unit's document, met with all but one, and provided written feedback to each. This summary is being provided as an overview of program health and effectiveness for your consideration.

Each program received ratings on document quality and effectiveness or health based on rubrics and group consensus. A table summarizing all ratings is included along with a brief summary regarding each program. Additional information is available for each unit if you need more details. Please note that all units will need training in goal setting and the committee will take responsibility for conducting the training.

Based on the Committee's assessment of the program reviews, four categories were identified and programs placed within each.

Exemplary Programs

- Chemistry – The Chemistry program continues to excel and is very healthy, exceeding rubric standards on every variable. The program review was extremely well written and thorough.
- Student Life – The Student Life unit is a healthy program that makes significant contributions to the college. The program review showed excellent assessment, analysis, and reflection.

Strong Programs

These programs meet or exceed rubric standards on all variables and wrote exceptional program review documents.

- Sociology
- Art
- Political Science
- History
- EOPS
- ASL
- Health/PE
- Speech
- Foreign Language

Healthy Programs with Specific Concerns

These programs are healthy but require management guidance in specific areas.

- Economics – The program review needs to include better analysis and reflection, identifying reasons for low pass rates and creating a vision for the future.

- Mathematics – The program review was well done overall and demonstrated collaboration among faculty members. Improvements need to be made in how effectiveness is measured and in overall productivity.
- Earth Science – This program is currently composed of Oceanography, Geology, and Geography. Analysis of the Geography component needs to be done as this is the weak point in the program. Oceanography courses are extremely popular and the Geology courses are increasing fill rates.

Healthy Programs with Specific Concerns (continued)

- Theatre Arts – This program is vibrant and of high quality. It is one of the few areas with capacity for more students. Guidance is needed in scheduling with the goal of increasing productivity in higher level courses.
- Music – Another program where much work has been done to become more competitive with other colleges and offers a high quality experience. Guidance is needed in scheduling with the goal of increasing productivity in higher level courses.
- College Life – the College Life program is currently composed of CHC courses, Orientation, PCD, Peer Mentoring, and other initiatives related to student success. Since this program is relatively new, it is in the early stages of development. The program review was exemplary and provided a solid analysis of strengths and needs. At this point, the program will need guidance to continue its growth and to successfully integrate instructional and support elements.
- Financial Aid – This program does an excellent job of handling a high volume of applications. Guidance is needed in identifying additional measures of effectiveness and using those to assess the program.
- Admissions and Records – The implementation of technology to improve efficiency is a strong point for this program. Guidance is needed to conduct a more thorough analysis and reflect on the program's overall effectiveness.
- Matriculation – The program review was well written but suffered from a lack of vision and did not include assessment of SLOs. Senior Management needs to assist the unit in developing a plan for its future direction.

Distressed Programs

Senior Management will assist these units in addressing specific concerns by identifying the steps needed for improvement.

- Physics – The Program Review was limited in details and did not include a vision, reflection, or thorough analysis. Serious concerns exist among committee members regarding the currency of curriculum, particularly lab assignments. The overlap of multiple lab sections during one time frame is also cause for concern.
- Psychology – The Program Review was incomplete for the second year in a row, so the unit was asked to make improvements. However, the committee based their ratings on the original document. The program needs to better define its future direction and make decisions about which courses fit the vision and mission. SLOs need to be agreed upon and implemented for instructional improvement.

- Anthropology – The Program Review lacked thorough analysis and reflection so it was difficult to accurately assess program health. SLOs need to be agreed upon and assessed. The direction and future for this program need to be defined.
- Philosophy and Religious Studies –The Program Review lacked thorough analysis and reflection. While the faculty member is committed to specific teaching methodologies, the overall program health was unclear. The unit is scheduled to submit a Program Review again in AY 2010-2011 and will need to make progress in assessment, analysis, and planning for the future.
- Library - The Library Program Review suffered from a lack of vision, particularly in light of moving into a new facility. The unit needs to create a vision that includes how best practices and innovation can be implemented in a new space. The program needs to expand its SAOs and implement consistent measurement in order to improve measurement of service levels. In addition, the SLOs for the Library classes need to be integrated into the program review.
- DSPS - DSPS has experienced severe state budget cuts. The document lacked a vision or plan for the future and SLOs were not included.

Non-Instructional Programs Summaries

Student Life

The Student Life unit is a healthy program that makes significant contributions to the college. The unit is at capacity for serving student needs and will require further investment in order to grow. The program review showed excellent assessment, analysis, and reflection. The unit would benefit from training in goal setting and action planning.

EOPS

The EOPS program has been negatively impacted by state budget cuts and as a result is in a transitional period. Their program review reflects the difficulty with creating a vision and plan for the future in the midst of so much uncertainty. Senior Management needs to consider how to continue providing core services despite a severely reduced budget and work with the unit to define its future direction. Unit members will benefit from training in data analysis, goal setting, and action planning.

Admission & Records

The A&R document was clearly written, however additional details and more reflection were needed. The program has made obvious advances in using technology; it is not clear how these technologies will impact student learning and how this learning will be measured. The unit would benefit from training in assessment, goal setting, and action planning.

Matriculation

Matriculation has also been negatively impacted by state budget cuts. While the document was well written, the program review suffered from a lack of vision and did not include assessment of SLOs. Senior Management needs to assist the unit in developing a plan for its future direction. The unit would benefit from training in assessment, goal setting, and action planning.

DSPS

DSPS is the third area in Student Services that has experienced severe state budget cuts. The document lacked a vision or plan for the future and SLOs were not included. Senior Management needs to assist the unit in developing a plan for its future direction. The unit would benefit from training in assessment, goal setting, and action planning.

Financial Aid

The Program Review demonstrated the unit's strengths in serving a large number of students within the program's mandates. The committee members had difficulty understanding the unit's measures for effectiveness and efficiency and recommends these be revisited and enhanced. The unit would also benefit from training in goal setting and action planning.

Instructional Programs Summaries

Chemistry

The Chemistry program continues to excel and is very healthy. The unit demonstrates leadership in many aspects of assessment, with the faculty collaborating on both measurement and program improvement. The program review was extremely well written and thorough. The unit needs to expand its partnerships with high schools and 4 year colleges. Serious consideration should be given to adding full time faculty in this area.

Art

The Art program has experienced consistent growth and has plans in place to continue that growth while continuing student success. The unit has strong connections with alumni and other educational partners. The unit needs additional investments in equipment and technology to become more competitive with surrounding colleges.

Sociology

Overall, the Program Review showed good health in many areas including both quantitative and qualitative measures. The unit performs exemplary outreach and service activities. Improvement is needed in measurement and analysis of those results so that future documents are complete.

ASL

The Program Review was very well written and thorough. This unit is growing and maintains high retention and pass rates despite not having a full time faculty member. Senior Management needs to give serious consideration to hiring a full time faculty member for this program.

History

The unit is healthy overall based on both quantitative and qualitative measures. The curriculum is focused on transfer and prepares students to move on. While program effectiveness indicators were described, the faculty need to work collaboratively on assessment and the analysis of results. Goals need to be linked to the unit's plan. The unit would benefit from training in online instruction.

Health/PE

The Health & PE unit is one of the leaders in SLO assessment. Overall, the program shows good health, particularly in retention and success. Opportunities exist for new instructional programs with the Aquatics Facility coming online. Future Program Review documents could be improved with more details about data included in the body of the report.

Political Science

Political Science does an excellent job of preparing students for transfer and maintains high productivity and retention rates. The faculty member has integrated innovative teaching techniques into the classes, but is concerned about being able to maintain quality with increasingly large classes. Senior Management needs to consider adding an additional full-time faculty member in this unit.

Speech

The program review showed excellent reflection and analysis. SLO assessment was thorough and meaningful. A clear vision for the future was also provided. Both qualitative and quantitative measures

of effectiveness were included and the program has high retention and pass rates. Senior Management needs to consider adding an additional faculty member as there is enough load for 2 – 3 full time faculty.

Foreign Languages

The Program Review was extremely well written, thorough, and provided excellent analysis of both quantitative and qualitative measures. The faculty have made great progress in SLO assessment and have implemented strategies for increasing the number of students in higher level courses. Plans need to be made for addressing low retention and success rates in French and for incrementally increasing new language classes.

Earth Sciences

The Program Review contained very good reflection and analysis, particularly in the area of SLO assessment. Because the program is comprised of three disciplines, quantitative measures differ for each area, but the program as a whole is healthy. Senior Management needs to consider investment in resources such as a lab technician, a second full time faculty, and field trips.

Theatre

The Theatre Program has been growing and continues to earn high retention and success rates. In addition, the program is highly visible on campus and participates in outreach events. Administrative assistance is needed in helping the program identify the most critical resources and in revising lecture-based classes to include a lab component.

Music

The unit's Program Review was well-written and presented a holistic and highly reflective view of the program. High retention and success rates were demonstrated along with qualitative measures such as participation in outreach events. The unit would benefit from training in goal setting and action planning and needs to align these with the document contents.

Philosophy and Religious Studies

Unfortunately, the Program Review lacked thorough analysis and reflection. While the faculty member is committed to specific teaching methodologies, the overall program health was unclear. The unit is scheduled to submit a Program Review again in AY 2010-2011 and will need to make progress in assessment, analysis, and planning for the future.

Psychology

The Program Review was incomplete for the second year in a row, so the unit was asked to make improvements. However, the committee based their ratings on the original document. The program need to better define its future direction and make decisions about which courses fit the vision and mission. SLOs need to be agreed upon and implemented for instructional improvement.

Anthropology

The Program Review lacked thorough analysis and reflection so it was difficult to accurately assess program health. SLOs need to be agreed upon and assessed. The direction and future for this program need to be defined.

Economics

The program review needs to include better analysis and reflection, indentifying reasons for low pass rates and creating a vision for the future. The unit has made good progress on implementing SLOs.

Astronomy and Physics

The Program Review was limited in details and did not include a vision, reflection, or thorough analysis. Serious concerns exist among committee members regarding the currency of curriculum, particularly lab assignments. The overlap of multiple lab sections during one time frame is also cause for concern. Progress needs to be made on SLOs, as well. Administration needs to take a close look at this program to determine what kinds of improvements are needed.

Mathematics

Faculty from the unit demonstrated excellent collaboration in the preparation of the Program Review which included a thorough analysis. They are one of the campus leaders in the implementation and assessment of SLOs and have used the results for instructional improvement. The program meets institutional expectations for growth, retention, pass rates, and productivity. Senior Management needs to consider an investment in additional full-time faculty for this program.

Programs with both Instructional and Non-Instructional Components

Library

The Library Program Review suffered from a lack of vision, particularly in light of moving into a new facility, and tended to focus on obstacles instead of opportunities. Instructional Management needs to work with the unit to create a vision for the program that includes how best practices and innovation can be implemented in a new space. The program needs to expand its SAOs and implement consistent measurement in order to improve measurement of service levels. In addition, the SLOs for the Library classes need to be integrated into the program review.

College Life

The College Life program is currently composed of CHC courses, Orientation, PCD, Peer Mentoring, and other initiatives related to student success. The program review was extremely well written and included very good reflection and analysis. The vision for the unit's future is clear and Senior Management should continue to encourage integration of the instructional and service aspects of the unit. The unit needs to develop SAOs and continue to build the service aspects of the program.