**Academic Program Review Committee**

**Program: ECONOMICS**

**Date Reviewed: 11/29/18**

**Re-submission Due Date: By end of Winter intercession**

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| 1. **Overview of the Program** | **Comments** |
| 1. Provide a brief narrative description of the current program, including the program’s mission statement and the students it serves. | * P. 3, 1st sentence – Perhaps start sentence with “**Economists have** developed …” * P. 3, 2nd paragraph – Add reference to the Associate of Arts Transfer degree (as AA degree is mentioned) * P. 3, 4th paragraph – Include the full-time to part-time faculty ratio * P. 3, 5th paragraph – Identify courses by course number (as on P. 4, 2nd paragraph) * P. 4, first sentences in 2nd full paragraph and 3rd full paragraph – Correct spelling error “Fundamental**s** of Economics” * P. 4, 2nd full paragraph – If ECON 5 fulfills a CSU GE area (e.g., D – Social Sciences), indicate here |
| 1. Describe the degrees and/or certificates offered by the program. | * P. 5, first sentence of 1st paragraph – “… California State Universit**y campuses** …” * P. 6, last sentence following AA-T requirements – Perhaps add a brief description or parenthetical comment such as *“e.g., bill requiring that a community college district or college maximize the probability that a student will enter and complete transfer-level coursework in English and math within a one year timeframe”* |
| 1. Explain how the program fulfills the college’s mission and aligns with the strategic initiatives. (see Appendix A) | * P. 7 – Provide narrative responses for Strategic Initiatives 3 (Collaboration), 4 (Community Responsiveness), and 6 (Modernization). |
| 1. Discuss the status of recommendations from your previous program review. | * P. 7, #2 – Word choice error in *Notes/Comments* (“… should be developed in **~~tangent~~ tandem** …”) * P. 8, #6 – Any *Notes/Comments*? Any observable change in level of preparation and/or academic currency? |
| 1. **Analysis of Research Data (include data provided by Institutional Research & Planning)** | |
| **Provide and analyze the following statistics/data** | **Comments** |
| 1. Head count of students in the program | * P. 9 – Correct typo in 2nd sentence (“… tend to be older **than** …”) |
| 1. Course grade distribution |  |
| 1. Success rates (Discuss your program’s rates in light of the college’s success rate standard. Set a standard for your program.) | * P. 10 – In response to the success rate that is “slightly lower” than the 5-year success minimum, add verbiage regarding any strategies for increasing overall success. * P. 10 – Given the average success rates among African American and Latino students, add verbiage regarding plans to address performance gaps and any equity issues (as referenced in Recommendation #4 on P. 12, J). |
| 1. Retention rates | * P. 11 – Add verbiage regarding any differences in retention rates by student demographic (e.g., ethnicity, gender, age group). |
| 1. A comparison of success and retention rates in face-to-face classes with distance education classes | * P. 11 – Include any hypotheses regarding the significantly higher success rate in ECON 2 compared to ECON 1 (e.g., as ECON 2 is the second course in the series and only those students who have already demonstrated success in the prerequisite ECON 1 course proceed to ECON 2) |
| 1. Enrollment statistics with section and seat counts and fill rates |  |
| 1. Scheduling of courses (day vs. night, days offered, and sequence) |  |
| 1. Improvement rates (if applicable) |  |
| 1. Additional data compiled by faculty |  |
| 1. List any related recommendations. | * P. 12, J – Recommendation #3 – Add brief statement regarding the current status regarding the OEI course exchange. |
| 1. **Curriculum Review** | **Comments** |
| 1. Provide the curriculum course review timeline to ensure all courses are reviewed at least once every 6 years. |  |
| 1. Explain any course additions to current course offerings. |  |
| 1. Explain any course deletions and inactivations from current course offerings. |  |
| 1. Describe the courses and number of sections offered in distance education. (Distance education includes hybrid courses.) | * Add brief statement regarding the current status regarding the OEI course exchange. |
| 1. 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? |  |
| 1. Are there any concerns regarding program courses and their articulation? | * Add statement regarding the articulation of ECON 1 and ECON 2 with coursework offered at 4-year colleges/universities. |
| 1. 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 | * Add narrative response related to the development of degree pathways (as referenced in Recommendation #2). |
| 1. List any related recommendations. |  |
| 1. **Assessment and Student and Program Learning Outcomes (SLOs & PLOs)** | **Comments** |
| 1. Provide a copy of your alignment grid, which shows how course, program, and institutional learning outcomes are aligned. |  |
| 1. Provide a timeline for course and program level SLO assessments. |  |
| 1. State the percent of course and program SLO statements that have been assessed. |  |
| 1. Summarize SLO and PLO assessment results over the past four years and describe how results led to improved student learning. Analyze and describe changes. Provide specific examples. | * P. 15 – Identify particular strategies which have been effective in maintaining the high success rates. * Add brief statement regarding the potential usefulness of disaggregating the data by student demographics, particularly given the performance gaps in overall student success. |
| 1. Describe how you have improved your SLO process and engaged in dialogue about assessment results. |  |
| 1. Discuss any findings from SLO/PLO assessments that help to justify recommendations. |  |
| 1. List any related recommendations. | * Enumerate any *specific* recommendations based on needs identified via SLO and PLO assessments * Include recommendation related to exploring how the implementation of AB 705 may impact student outcomes within the department. |
| 1. **Analysis of Student Feedback** | **Comments** |
| 1. Describe the results of relevant surveys in each of the following areas: | * Add a brief statement to provide context for why a student survey was not administered; include any plans to include a student survey in the future. |
| * + 1. Student Support |  |
| * + 1. Curriculum |  |
| * + 1. Facilities, Equipment, and Technology |  |
| * + 1. Program Objectives |  |
| 1. Discuss the implications of the survey results for the program. |  |
| 1. Discuss the results of other relevant surveys. |  |
| 1. List any related recommendations. |  |
| 1. **Facilities and Equipment** | **Comments** |
| 1. Describe and assess the existing program facilities and equipment. |  |
| 1. 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. |  |
| 1. 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. |  |
| 1. List any related recommendations. | * Add recommendation related to creating a cycle for maintenance, repair, and replacement of any facilities and equipment (including the renewal of warranties). |
| 1. **Technology and Software** | **Comments** |
| 1. Describe and assess the adequacy and currency of the technology and software used by the program. |  |
| 1. 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. |  |
| 1. 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 |  |
| 1. List any related recommendations. | * Add recommendation related to creating a cycle for maintenance, repair, and replacement of any technology and software (including renewal of licenses). |
| 1. **Staffing** | **Comments** |
| 1. Describe the program’s current staffing, including faculty, administration, and classified staff. |  |
| 1. 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 position/s will help program better meet its goals. |  |
| 1. List any related recommendations. | * Consider recommendation to maintain sufficient funding for current staffing (e.g., faculty, staff) to ensure ongoing student success * Consider recommendation related to potential need for additional faculty in the future -- to accommodate an increase in section offerings if the OEI course exchange is successful. |
| 1. **Future Direction and Vision** | **Comments** |
| 1. Describe relevant changes within the academic field/industry. How will these changes impact the program in the next four years? | * Discuss how the program will address the challenge identified in the last sentence of the response, or remove the sentence. |
| 1. Explain the direction and vision of the program and how you plan to achieve it. |  |
| 1. List any related recommendations. | As the narrative response specifies particular challenges related to course completion and transfer:   * Perhaps add recommendation reflecting other strategies to promote course completion and transfer (e.g., faculty advising, embedded counseling to inform students regarding ECON course transferability and articulation) * Perhaps add recommendation related to guided pathways (P. 14F, Recommendation #2). |
| 1. **Prioritized Recommendations** | **Comments** |
| 1. 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. | * Ensure that all recommendations enumerated in previous sections are included in this single prioritized list |
| 1. Explain why the list is prioritized in this way. |  |