Academic Program Review Committee

Program: Art
Date Reviewed: 12/01/2016
Resubmittal Date:

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

General Comments: Thorough; good use of data.

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.	• P. 2, last paragraph of Program Overview – perhaps replace "seats" with "enrollments;" further emphasize the number of students served by the program • R. Serr recommended incorporating information about how program compares to Art programs at other local colleges
b) Describe the degrees and/or certificates offered by the program.	• C. Wells recommended providing information about the proportion of students completing Art coursework for ECC degree/certificate and the proportion completing coursework to meet GE requirements for transfer to 4-year. • In response to inquiries regarding the accuracy of data on IRP webpage, C. Pineda noted that IRP currently working on the issue. • If data indicate that number of students receiving degrees/certificates is low, perhaps include a recommendation about faculty/counselors encouraging student who have completed requisite coursework to actually file for the degree/certificates. • Perhaps include rationale for "high units" for degree/certificate completion (i.e., represent courses required to complete foundational coursework and to build portfolio for admission into BFA programs such as CSULB; to be competitive for scholarships).

c)	Explain how the program fulfills the college's mission and aligns with the strategic initiatives. (see Appendix A)	• P. 6 – Perhaps include an estimate of the number of attendees at Open House in item #4
d)	Discuss the status of recommendations from your previous program review.	• P. 7 – Program presenters clarified the "and/or" statement in item D1 • P. 8 – APRC advised to escalate the ventilation issue referred to in item #12 to Administrative Services ASAP • P. 9 – Perhaps provide additional information regarding "INCOMPLETE" status in item #21 • P. 9 – Add status (e.g., Complete, In Progress) to item #22
e)	Describe highlights of the program's previous success and future vision.	• P. 10 – C. Pineda to check clearinghouse for data regarding transfers

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	• P. 11 – Perhaps add sentence or two regarding how the program is addressing the issue of repeatability
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.)	•
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	• P. 23 – perhaps add statistics regarding unduplicated head count from data file (Demo tab)
g)	Scheduling of courses (day vs. night, days offered, and sequence)	•

	Comments
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.	•

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.	• P. 49, item C - Perhaps rephrase to demonstrate that "100% of the classes **that were taught** …"
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) Discuss any findings from SLO/PLO assessments that help to justify recommendations.	•
g) List any related recommendations.	•

5. Analysis of Student Feedback	Comments
a) Describe the results of relevant surveys in each of the following areas:	•
i. Student Support	•
ii. Curriculum	•
iii. Facilities, Equipment, and Technology	•
iv. Program Objectives	•

	Comments
b) Discuss the implications of the survey results for the program.	•
c) Discuss the results of other relevant surveys.	•
d) List any related recommendations.	•

6. Facilities and Equipment	Comments
a) Describe and assess the existing program facilities and equipment.	•
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.	• In response to suggestion that the recommendations be prioritized and noted as "mission critical," where applicable, program presenter also suggested adding asterisk to items that are considered "high priority" • Consider maintenance costs related to equipment and facilities

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.	• Consider cost of licenses related to software

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.	•
c) List any related recommendations.	• Consider cost of staffing for computer lab

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.	•

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

CTE 2-Year Review Comments:

Consider expanding the scope of representation on the Advisory Boards to more fully take advantage of opportunities for internships, shared resources, and other networking.