

# Palomar College – Institutional Review and Planning Instructional Programs

**Purpose of Institutional Review and Planning:**

The institution assesses progress toward achieving stated goals and makes decisions regarding the improvement of institutional effectiveness in an on-going and systematic cycle of evaluation, integrated planning, resource allocation, implementation, and re-evaluation. Evaluation is based on analyses of both quantitative and qualitative data (ACCJC/WASC, Standard I, B.3.)

**Discipline: Construction Inspection**

**Instructional Department/Discipline**

**2007-08**

**1. 4-year trend of quantitative data**

	Fall 2004	Fall 2005	Fall 2006	<<Prelim>> Fall 2007	Definitions
<b>Enrollment at Census</b>	182	171	195	194	<i>Self Explanatory</i>
<b>Census Enrollment Load* %</b>	101.11%	91.44%	80.91%	97.98%	Enrollment at Census Divided By Sum of Caps (aka "Seats")
<b>WSCH</b>	533	513	571	566	Weekly Student Contact Hours
<b>FTEF</b>	17.76	17.10	19.03	18.85	One Full-Time Equivalent Student = 30 WSCH
<b>Total FTEF</b>	1.17	1.00	1.17	0.97	Total Full-Time Equivalent Faculty
<b>WSCH/FTEF</b>	457	513	489	585	WSCH Generated per Full-Time Equivalent Faculty Member
<b>Full-time FTEF</b>	-	-	-	-	FTEF from Contract Faculty
<b>Hourly FTEF</b>	1.17	1.00	1.17	0.97	FTEF from Hourly Faculty
<b>Overload FTEF</b>	-	-	-	-	FTEF from Contract Faculty Overload
<b>Part-Time FTEF</b>	1.17	1.00	1.17	0.97	Hourly FTEF + Overload FTEF
<b>Part-Time/(Total FTEF) %</b>	100.00%	100.00%	100.00%	100.00%	Percent of Total FTEF Taught By Part-Time Faculty
<b>Retention Rate</b>	93.41%	96.30%	98.40%	98.29%	Non-W Grades (A,B,C,CR,D,F,FW,NC) Divided By A,B,C,CR,D,F,FW,NC,W Grades
<b>Success Rate</b>	81.32%	87.04%	82.35%	84.57%	A,B,C,CR Grades Divided By A,B,C,CR,D,F,FW,NC,W Grades
<b>Degrees Awarded</b>	1	3	2	N/A	Total number of Degrees awarded for the Full Academic Year
<b>Certificates Awarded:</b>	9	18	8	N/A	Total number of Certificates awarded for the Full Academic Year
<b>- Under 18 Units</b>	-	-	-	N/A	Total number of Certificates awarded for the Full Academic Year
<b>- 18 or More Units</b>	9	18	8	N/A	Total number of Certificates awarded for the Full Academic Year

*The data for Fall 2007 are as of 1/31/2008 and are "preliminary" in nature. Final WSCH, awards, grades, etc. will not be available until Aug/Sep'08.*

*2007-08 Degrees & Certificates show as "N/A" since Spring'08 awards are obviously unknown at the current point in time.*

**2. Reflect upon and analyze the above 3-year trend data. Briefly discuss overall observations and any areas of concern or noteworthy trends.**

**Construction Inspection is a stable and efficient program taught exclusively by part-time faculty. Classes typically have 25 to 40 students in each section and 4 to 5 sections are scheduled each semester. Retention and success rates are excellent.**

**3. Reflecting on the 3-year trend data, describe/discuss discipline planning related to the following:**

<b>PLAN – 2007-08</b>	<b>Progress – 2008-09</b>
<p>a. Curriculum, programs, certificates and degrees (consider changes due to CSU/UC transfer language updates, articulation, workforce and labor market projections, certificate or degree completions, etc.)</p>	<p>Curriculum for this program is designed to meet requirements of international and state building code requirements. Any curriculum modifications or additions are made on recommendations from our annual advisory meetings.</p> <p>We will produce a document to be disseminated to students of the process and requirements for obtaining a certificate to ensure that certificates and AA degrees are awarded to students that have earned them. Faculty and advisory committee members estimate that approximately 90% of the students attend classes for skills upgrades for their professions. Approximately 10% of our students are interested in obtaining a certificate in Construction Inspection. It is not possible to predict which classes the students will need to augment their skills.</p>
<p>b. Class scheduling (consider enrollment trends, growth, course rotation, comprehensiveness, etc.)</p>	<p>There are nine classes in the Construction Inspection program. Scheduling is prescribed in that five classes are offered one semester and the remaining four the alternate semester.</p>

**4. Discuss/identify the resources necessary to successfully implement the planning described:**

<b>PLAN – 2007-08</b>	<b>Progress – 2008-09</b>
a. <b>Equipment/Technology – block grant funds, VTEA, other resources, etc.</b>	
b. <b>Budget – budget development process, one-time funds, grants, etc.</b>	
c. <b>Facilities – schedule maintenance needs, additional classrooms/labs due to growth, remodeling, etc.</b>	
d. <b>Faculty position(s) – faculty priority process and projected full-time needs for 1 – 3 years</b>	
e. <b>Staff position(s) – changes in instructional or support needs due to program growth, new technology, etc.</b>	
f. <b>Other</b>	

**5. Discuss one discipline goal linked to Palomar's Strategic Plan 2009 and how it will support the success of students.**

The CI faculty are working on SLO's for each of the courses in the certificate program. After the 2008 spring advisory meeting the director will be working with each faculty member to update the course outline and write SLO's for each course. The updated outlines will be submitted in the fall 2008 curriculum cycle.

**6. Student Learning Outcome progress:**

**a. Describe a learning outcome at the course or program level and the assessment used to measure student learning of that outcome.**

Ability to understand, locate and apply the code (plumbing, mechanical building, electrical). Write an essay providing a scenario of how you would apply the code in your current position.

**b. Discuss a learning outcome that is observable yet difficult to measure.**

Program level. Given that most of our students either want to obtain a CI certificate or a skill upgrade the ultimate learning outcome is job performance. To follow-up with students to determine if they got hired or improved their job performance would be prohibitive for several reasons.

**7. Describe a discipline accomplishment that you want to share with the college community.**

**8. Are there other resources (including data) that you need to complete your discipline review and planning?**

9. For programs with an external accreditation, indicate the date of the last accreditation visit and discuss recommendations and progress made on the recommendations.

10. Other comments, recommendations:

Please identify faculty and staff who participated in the development of the reviewer's planning:

Carl Blaisdell

Jim Lawler

Eric Jensen

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Department Chair/Designee Discipline Review and Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Dean Review and Signature

\_\_\_\_\_  
Date

\* By no later than 3/07/08, forward a hard copy to Instructional Services for review by IPC.

\* Also, by no later than 3/14/08, forward an electronic copy to Institutional Research and Planning.