**Palomar College – Program Review and Planning**

**Instructional Programs**

**YEAR 1**

**Academic Year** **2010-11**

**Purpose of Program 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.)

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| **Discipline: Information Technology** | **03/08/2011** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review)** | **Please Add Date (00/00/2011)** |

**STEP I. ANALYSIS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  |  |  |  |  | **<<Prelim>>** | ◄▬ Preliminary Fall 2010 data are as of 1/30/2011 |  |
|  |  | **Fall 2007** | **Fall 2008** | **Fall 2009** | **Fall 2010** | **Definitions** | |
| **Enrollment at Census** | | 1,467 | 1,050 | 1,212 | 1,289 | *Self Explanatory* | |
| **Census Enrollment Load %** | | 76.09% | 81.27% | 85.84% | 86.86% | Enrollment at Census Divided By Sum of Caps (aka "Seats") | |
| **WSCH** | | 3,416 | 2,520 | 2,981 | 2,924 | Weekly Student Contact Hours | |
| **FTES** | | 113.87 | 83.98 | 99.37 | 97.47 | One Full-Time Equivalent Student = 30 WSCH | |
| **Total FTEF** | | 9.67 | 6.13 | 7.33 | 7.20 | Total Full-Time Equivalent Faculty | |
| **WSCH/FTEF** | | 353 | 411 | 407 | 406 | WSCH Generated per Full-Time Equivalent Faculty Member | |
| **Full-time FTEF** | | 3.40 | 1.00 | 1.93 | 2.00 | FTEF from Contract Faculty | |
| **Hourly FTEF** | | 4.07 | 3.63 | 3.73 | 3.93 | FTEF from Hourly Faculty | |
| **Overload FTEF** | | 2.20 | 1.50 | 1.67 | 1.27 | FTEF from Contract Faculty Overload | |
| **Part-Time FTEF** | | 6.27 | 5.13 | 5.40 | 5.20 | Hourly FTEF + Overload FTEF | |
| **Part-Time/(Total FTEF) %** | | 64.83% | 83.70% | 73.64% | 72.22% | Percent of Total FTEF Taught By Part-Time Faculty | |
| Student Achievement: **Non Distance Education Courses** | | | |  |  | Those NOT taught via Distance Ed (see below) methods of instruction | |
| **● Retention Rate** | | 93.59% | 91.18% | 92.02% | 96.08% | Non-W Eligible Grades (see next line) Divided by All Eligible Grades | |
| **● Success Rate** | | 64.10% | 70.59% | 61.96% | 67.97% | A,B,C,CR/P Grades Divided By A,B,C,CR/P,D,F,FW,NC/NP,W Grades | |
| Student Achievement: **Distance Education Courses** | | | |  |  | Those taught via Internet, TV or non line-of-sight interactive methods | |
| **● Retention Rate** | | 87.13% | 85.61% | 86.21% | 87.19% | Non-W Eligible Grades (see next line) Divided by All Eligible Grades | |
| **● Success Rate** | | 62.13% | 64.88% | 65.19% | 63.07% | A,B,C,CR/P Grades Divided By A,B,C,CR/P,D,F,FW,NC/NP,W Grades | |
| **Degrees Awarded** | | - | - | 2 | N/A\* | Degree Counts Are for the Full Academic Year (thus, \*N/A for 2010-11) | |
| **Certificates Awarded:** | | - | 1 | 5 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |
| **- Under 18 Units** | | - | 1 | 2 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |
| **- 18 or More Units** | | - | - | 3 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2010-11) | |

| **I. A. Reflect upon and provide an analysis of the four years of data above (for a sample analysis see** <http://www.palomar.edu/irp/11PRYear1/sampleforIA.pdf>) |
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| **The statistics for the four years of 2007 through 2010 reflect both positive and negative facts about the Information Technology discipline at Palomar College. After a steep drop in enrollments during 2007 and 2008, students have returned to the program and there has been a 6% increase in enrollments over 2009 and 23% over 2008. Students are also persisting as measured by the increased percentage of enrollment at Census and increased retention rates for both distance and non distance figures. On the negative side, however, the discipline has 2 less full-time faculty and there has been an 8% increase in the percent of total FTEF taught by part-time faculty from 64.83% to 72.22%.** |

| **I. B. Please summarize the findings of a Course or Program SLO assessment conducted by your discipline. (For examples, see** <http://www.palomar.edu/irp/11PRYear1/PRPsloExamples.pdf>) |
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| **During the Spring 2010 semester, the most heavily enrolled class in the discipline, CSIT 105, was assessed. The SLO assessed was related to students being able to identify and define computer literacy. 92.4% of the students taking the assessment reported that they either agreed or strongly agreed that the course had enabled them to accomplish this aspect of computer literacy. Only 3% either disagreed or strongly disagreed.** |

| **I. C. Reflect upon the SLO assessment findings in Box B above. Discuss overall observations and any areas of concern or noteworthy trends.**  **(For examples of such analysis, see** <http://www.palomar.edu/irp/11PRYear1/PRPsloExamples.pdf>) |
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| **Evident from the results of the SLO assessment is the fact that students are gaining the ability to identify and define computer literacy. They are also able to self-assess their level of literacy. Faculty in the discipline will need to continue to update class materials, projects and other content to insure that as what is considered computer literacy changes over time. Further assessments will be needed to accurately measure student achievement but early results are very encouraging.** |

| **I. D. For Career Technical disciplines only, please provide a brief summary of the labor market outlook. This data can be found at** [**http://www.labormarketinfo.edd.ca.gov/**](http://www.labormarketinfo.edd.ca.gov/) **Please include job projections and trends that may influence major curriculum revisions.** |
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| **Computer programming and software engineering continue to be one of the top 15 fastest growing occupations in California. The Labormarketinfo website reports that between 2008 and 2018 there will be a 31% increase in the number of jobs in that field. The field is also ranked among the best in yearly salary with a median wage of $108,067 dollars per year. Nationally the picture is much the same as for California with a projected 32% increase needed between 2008 and 2018. Students pursuing a degree in information technology should be in high demand well into the next decade.** |

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| **STEP II. PLANNING**  **Reflecting on the 4-year trend data, the SLO assessment results, and the college’s** [**Strategic Plan 2013**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**, describe/discuss the discipline planning related to the following: (For sample reflections, see** <http://www.palomar.edu/irp/11PRYear1/samplesforII.pdf>) |

| **II. A. Curriculum, programs, certificates and degrees (consider changes due to Title 5 or other regulations, CSU/UC transfer language updates, articulation updates, student retention or success rates, workforce and labor market projections, certificate or degree completions, etc.)** |
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| **The departments recent development of individual disciplines within the field of Computer Science and Information Technologies has improved our ability to change in order to reflect the changes within our industry. Information Technology continues to rapidly evolve from the almost exclusive use of personal computers to make use of personal computers, portable computers, smart phones, tablets and other IT devices. Our programs, certificates and degrees will all need to change in order to keep pace with changes in the industry. One example is the rise of C# as a standard programming language. Microsoft developed and introduced this new language only a few years ago but it has quickly become the standard language used in both personal computers and web applications. Our Information Technology degree has been changed to include two courses in this language and we anticipate modifying other courses to include modules related to the C# language.** |

| **II. B. Class scheduling (consider enrollment trends, growth, course rotation, sequencing, Center/Site offerings, comprehensiveness, etc.)** |
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| **The Information Technology Associate degree has been adjusted over the past several years to include many of the technologies that are currently utilized by local area companies and organizations. These changes have, however, increased the number of hours needed to achieve the degree to a minimum of 36.5 hours. Over the next curriculum adjustment cycle (2011-2012) the degree will be brought in line with a maximum of 30 hours. Similarly the number of hours the Information Technology Certificate of Achievement requires will also reduced to a maximum of 30 hours.**  **Another certificate currently offered by the discipline is the Certificate of Proficiency in Visual Basic. Due to changes in the programming languages offered by Microsoft, this certificate will be changed to include the C# programming language and renamed to become a Certificate of Achievement in Information Technology Programming Languages. The number of hours will be increased to 21. This certificate will also be able to be used as a component of the Associate Degree in Information Technology.**  **Due to fiscal realities, the discipline will discontinue offering the Microsoft Office User Specialist certificate of proficiency and the Web 2.0 certificate of proficiency with the Fall 2012 semester.**  **One development that may have a dramatic impact on the resources and faculty of the discipline is the implementation of the computer literacy requirement for graduation from Palomar. If this requirement is instituted, it will require increases in faculty, equipment, facilities and other resources to meet the demand for these classes.** |

| **II. C. Faculty (Briefly discuss the faculty hiring needs for this discipline. This discussion does not replace the requirement to submit a Rationale Form for Faculty Hiring to IPC.)** |
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| **The reductions in the certificates offered in the discipline and the reduction in the number of hours required for the Associate degree will alleviate the need for additional full-time faculty at this time. However, we will monitor the use of part-time faculty to insure an appropriate ratio of full to part-time faculty. It may be necessary to hire full-time faculty to maintain the correct an imbalance evident.** |

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| **STEP III. RESOURCE REQUESTS FOR DISCIPLINE:** |
| **III. A. Describe the resources necessary to successfully implement the planning described above. Provide a detailed rationale for each request by referring to the analyses of data and SLO assessment results in Step I and/or to any other evidence not apparent in the data or SLO Assessment** results.  NOTE: Do **NOT** include Resource Requests that duplicate requests from other disciplines In your department. Place requests common to two or more disciplines on the form: ACADEMIC DEPARTMENT RESOURCE REQUESTS. |

| **a. Equipment (per unit cost is >$500) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Prioritize these requests**  **1,2,3, etc.** | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | **Estimated Amount of Funding Requested** | **Will this be one-time or on-going funding?** | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **a1.** | **See Departmental Program and Review Document** |  |  |  |  |  |  |
| **a2.** |  |  |  |  |  |  |  |
| **a3.** |  |  |  |  |  |  |  |
| **a4.** |  |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |  |

| **b. Technology (computers, data projectors, document readers, etc.) *Enter requests on lines below.*** | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | **Prioritize these requests**  **1,2,3, etc.** | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | **Estimated Amount of Funding Requested** | **Will this be one-time or on-going funding?** | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **b1.** | **Dual Monitors for computers in labs** | **1** | **6** | **Developing many of today's Information Technology applications require the application to be running on one monitor when the development environment executes on another. Maintaining the systems we use at industry levels will help fulfill the college's goal 6 - to optimize the districts' technological environment.** | **25,000 to 30,000** | **One Time** | **Not currently funded** |
| **b2.** | **30 IPad Tablet Computers** | **2** | **6** | **As more and more capability is offered through IPad tablet computers we must be able to teach students how to develop for this platform. These machines will be used in our popular Mac/IPad/IPhone classes.** | **15,000.00** | **One-Time** | **No** |
| **b3.** | **30 Androod Tablets for Lab** | **3** | **6** | **The mobile computing field is exploding and the Anderoid operating system is the standard for this field. These machines will enable us to teach this rapidly developing field** | **10,000.00** | **One-Time** | **No** |
| **b4.** |  |  |  |  |  |  |  |
| **b5.** |  |  |  |  |  |  |  |

| **c. Budget for 4000s (per unit cost is <$500 supplies) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **c1.** | **See Departmental Program and Review Document** |  | |  | |  | |  | |  | |  | |
| **c2.** |  |  | |  | |  | |  | |  | |  | |
| **c3.** |  |  | |  | |  | |  | |  | |  | |
| **c4** |  |  | |  | |  | |  | |  | |  | |
| **c5.** |  |  | |  | |  | |  | |  | |  | |

| **d. Budget for 5000s (printing, maintenance agreements, software license etc.) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** | |
| **d1.** | **See Departmental Program and Review Document** |  | |  | |  | |  | |  | |  | |
| **d2.** |  |  | |  | |  | |  | |  | |  | |
| **d3.** |  |  | |  | |  | |  | |  | |  | |
| **d4.** |  |  | |  | |  | |  | |  | |  | |
| **d5.** |  |  | |  | |  | |  | |  | |  | |

| **e. Classified staff position (permanent/contract position requests unique to this discipline) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **e1.** | **See Departmental Program and Review Document** |  | |  | |  | |  | |  | |  | |
| **e2.** |  |  | |  | |  | |  | |  | |  | |
| **e3.** |  |  | |  | |  | |  | |  | |  | |
| **e4.** |  |  | |  | |  | |  | |  | |  | |
| **e5.** |  |  | |  | |  | |  | |  | |  | |

| **f. Classified staff position (temporary and student workers position requests unique to this discipline) *Enter requests on lines below.*** | | | | | | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource** | **Describe Resource Requested** | | **Prioritize these requests**  **1,2,3, etc.** | | **Strategic Plan 2013 Goal/**  **Objective Addressed by This Resource**  **(**[**Link**](http://www.palomar.edu/strategicplanning/STRATEGICPLAN2013.pdf)**)** | | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s plan, analysis of data, SLO assessments, and/or the College’s Strategic Plan** | | **Estimated Amount of Funding Requested** | | **Will this be one-time or on-going funding?** | | **Is resource already funded (in part or in full)? If so, name source. Why is that source not sufficient for future funding?** |
| **f1.** | **See Departmental Program and Review Document** |  | |  | |  | |  | |  | |  | |
| **f2.** |  |  | |  | |  | |  | |  | |  | |
| **f3.** |  |  | |  | |  | |  | |  | |  | |
| **f4.** |  |  | |  | |  | |  | |  | |  | |
| **f5.** |  |  | |  | |  | |  | |  | |  | |

| **III. B. Are there other resources (including data) that you need to complete your discipline review and planning?** |
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| **Not Applicable** |

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| **STEP IV. SHARE YOUR ACCOMPLISHMENTS (AKA Brag, Toot your horn) Please include at least one discipline accomplishment that you’d like to share with the college community.** |
| **Even during the difficult budgetary times that we are currently experiencing, the Information Technology program has implemented instruction in new technologies such as Macintosh programming. IPad and IPhone software development. We have coordinated with most of the other San Diego County colleges through the SD4C organization. This coordination is responsible for the close relationship our department has with the Bacheloriate granting institutions in our county such as San Diego State University and the University of San Diego as well as the other community colleges in the county.** |

| **STEP V. ACCREDITATION For programs with an external accreditation, indicate the date of the last accreditation visit and discuss recommendations and progress made on the recommendations.** |
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| **STEP VI. COMMENTS Other comments, recommendations: (Please use this space for additional comments or recommendations that don’t fit in any category above.)** |
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| **Please identify faculty and staff who participated in the development of the plan for this department:** | | |
| **Ronald Burgher *Name*** | ***Name*** | ***Name*** |

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| --- | --- | --- |
| ***Name*** | ***Name*** | ***Name*** |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**

* **Provide a hard copy to the Division Dean no later than March 11**
* **Provide a hard copy with the Dean’s sign-off to Instructional Services by March 18**
* **Email an electronic copy to** [**jdecker@palomar.edu**](mailto:jdecker@palomar.edu) **by March 18**