**Palomar College – Program Review and Planning**

**Instructional Programs**

**YEAR 1**

**Academic Year** **2012-13**

**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: Welding Technology** | **9/13/2012** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review)** | **Please Add Date (00/00/2012)** |

**STEP I. ANALYSIS**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|   |   |  |  |  | **<<Prelim>>** | ◄▬ Preliminary Fall 2011 data are as of 1/31/2012 |   |
|   |   | **Fall 2008** | **Fall 2009** | **Fall 2010** | **Fall 2011** | **Definitions** |
| **Enrollment at Census** | 348 | 405 | 432 | 416 | *Self Explanatory* |
| **Census Enrollment Load %** | 106.42% | 117.05% | 107.46% | 113.04% | Enrollment at Census Divided By Sum of Caps (aka "Seats") |
| **WSCH** | 1,210 | 1,281 | 1,435 | 1,322 | Weekly Student Contact Hours |
| **FTES** | 40.33 | 42.71 | 47.84 | 44.07 | One Full-Time Equivalent Student = 30 WSCH |
| **Total FTEF** | 3.17 | 2.83 | 3.33 | 2.92 | Total Full-Time Equivalent Faculty |
| **WSCH/FTEF** | 382 | 452 | 431 | 453 | WSCH Generated per Full-Time Equivalent Faculty Member |
| **Full-time FTEF** | 1.00 | 0.83 | 1.18 | 0.92 | FTEF from Contract Faculty |
| **Hourly FTEF** | 1.67 | 1.67 | 1.67 | 1.83 | FTEF from Hourly Faculty |
| **Overload FTEF** | 0.50 | 0.33 | 0.48 | 0.17 | FTEF from Contract Faculty Overload |
| **Part-Time FTEF** | 2.17 | 2.00 | 2.15 | 2.00 | Hourly FTEF + Overload FTEF |
| **Part-Time/(Total FTEF) %** | 68.44% | 70.59% | 64.46% | 68.57% | 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** | 97.12% | 97.89% | 94.71% | 94.97% | Non-W Eligible Grades (see next line) Divided by All Eligible Grades |
|  **● Success Rate** | 84.13% | 85.79% | 91.83% | 85.53% | 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** | - | 100.00% | 100.00% | 95.45% | Non-W Eligible Grades (see next line) Divided by All Eligible Grades |
|  **● Success Rate** | - | 82.14% | 65.38% | 86.36% | A,B,C,CR/P Grades Divided By A,B,C,CR/P,D,F,FW,NC/NP,W Grades |
| **Degrees Awarded** | 2 | 3 | 5 | N/A\* | Degree Counts Are for the Full Academic Year (thus, \*N/A for 2011-12) |
| **Certificates Awarded:** | 22 | 20 | 23 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2011-12) |
| **- Under 18 Units** | 19 | 15 | 19 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2011-12) |
| **- 18 or More Units** | 3 | 5 | 4 | N/A\* | Certificate Counts Are for the Full Academic Year (\*N/A for 2011-12) |

| **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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| **Welding enrollment has remained steady in spite of cut backs in number of classes allowed to offer. Our success rates remains the same, however, the number of valid degrees is climbing. The Distant education got off to a slow start because we had trouble with Blackboard, however with upgrades in Blackboard and our delivery student success rates is also climbing.** |

| **I. B. Please summarize the findings of Course AND Program SLO assessments conducted by your discipline. (For examples, see** <http://www.palomar.edu/irp/11PRYear1/PRPsloExamples.pdf>) |
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| **I.B.1 Summarize Course SLO assessment results beginning on the next line.****The Welding Procedure allows the instructor to assess the students' ability to follow instructions in safe setup, operation, and clean up from start to finish of each project.****I.B.2 Summarize Program SLO assessment results beginning on the next line.****The teaching and learning process is much more efficient with a Welding Procedure in place throughout the program. There is no question as to what is taught or expected.** |

| **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>) |
| --- |
| **I.C.1 Please reflect upon the Course SLO findings in Box B (above) beginning on the next line.****The Welding Procedure not only keeps the student and instructor on task, but conxerves metal and other resoursces.** **I.C.2 And, please reflect upon the Program SLO findings in Box B beginning on the next line.** |

| **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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| **All one needs to do is look around campus to see if we need training in welding; i.e., welders, inspectors, sales, and design. The American Welding Soceity estimates that there will be a need for over 200,000 welders in the next 3 years. Prevailing rate for welders is over $40 per hour for construction type of welding, and $20 - $25 per hour for small shops. The power, transportation, manufacturing in the United States is in shambles or at an all time low along with the economy. In order to restore these institutions we will need welders to repair items or build new ones. Welding is a tool of the trades, especially the building and manufacturing trades. or hobby shops. The curriculum is designed to provide direct training for many occupations in welding to young adults that may or may not continue to higher education.**  |

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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 Welding Department has written a complete Welding Inspection certificate in Non Destructive Testing (Testing of components without causing harm or disassembly). We also have partnered with Drating Technology in Computer Design and Computer Numerical Control Machining. We vision the design, fabrication, joining, and inspection of components. This is what you call manufacturing, not toy making.** |

| **II. B. Class scheduling (consider enrollment trends, growth, course rotation, sequencing, Center/Site offerings, comprehensiveness, etc.)** |
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| **Our enrollment is steady, however, our waitlists continues to grow, and the design of the little welding lab offers absolutely no room for growth.** |

| **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 Welding Department has requested the hire of a new full time faculty. The present enrollment and part-time ratio to full-time warrants the hiring of another full-time instructor.** |

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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.**  | **Nondestructive Testing Equipment** | **1** | **1** | **Welding is not complete until it ihas been inspected. We have written a Certificate in Welding Inspection for Level I, II, and III in Ultrasonic Testing, Magnetic Particle testing, Liquid Penetrant Testing, and Visual Testing.**  | **150,000** | **One-time** | **Partly funded by VATEA** |
| **a2.**  | **Plasma Cutters** | **2** | **2** | **Plasma cutting is rapidly replacing oxy-fuel cutting.** | **60,000** | **One** | **?** |
| **a3.**  | **CNC Water Jet** | **3** | **3** | **CNC Water Jet is becoming a method to cut metal and other materials such as granite. Provides training in CNC programming.** | **80,000** | **One** | **?** |
| **a4.**  | **Plate Brake** | **4** | **4** | **Presently, the welding department has no way to bend heavy metal. We need this to demonstrate proper bending and fabricating techniques.** | **50,000** | **One** | **?** |
| **a5.**  | **Plate Roller** | **5** | **5** | **We have no way to roll metal into round shapes. We need the roller to demonstrate and calculate material sizes to roll cylinders.** | **50,000** | **One** | **?** |

| **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.**  | **Staff Computers** | **1** | **1** | **If you want to communicate with weldig we need a computer.** | **6,000** | **On going** | **?** |
| **b2.**  | **Data projectors** | **2** | **2** | **We need a data projector for the little welding lecture room, and little weld lab.** | **3,000** | **One** | **?** |
| **b3.**  | **Digital Camera**  | **3** | **3** | **A digital camera for preparing and presenting online lectures and in class lectures** | **3,000** | **One** | **?** |
| **b4.**  | **Scanner** | **4** | **4** | **Scanning items for lecture presentations.** | **1,000** | **One** | **?** |
| **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.**  | **Maintenance tools** | **1** | **1** | **We need tools to perform general maintenance on the welding equipment.** | **5,000** | **One-time** | **?** |
| **c2.**  | **Code Books** | **2** | **1** | **We need to stay current on welding certificaitons data.** | **2000** | **On going. Usually every 2-4 years the codes are upgraded.** | **No** |
| **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.**  | **Welding machine maintenance** | **1** |  | **1000** |  |  |  |
| **d2.**  | **Printing** | **2** |  | **500** |  |  |  |
| **d3.**  | **Software** | **3** |  | **1000** |  |  |  |
| **d4.**  |  |  |  |  |  |  |  |
| **d5.**  |  |  |  |  |  |  |  |

|  **e. Classified staff position (permanent/contract position requests unique to this discipline) *Enter requests on lines below.*** |
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| **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.**  | **Full time welding instructor** | **1** | **1** |  |  |  |  |
| **e2.**  | **Full time helper** | **2** | **1** |  |  |  |  |
| **e3.**  |  |  |  |  |  |  |  |
| **e4.**  |  |  |  |  |  |  |  |
| **e5.**  |  |  |  |  |  |  |  |

| **f. Classified staff position (temporary and student workers position requests unique to this discipline) *Enter requests on lines below.*** |
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| **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.**  | **Temporary worker** |  |  |  |  |  |  |
| **f2.**  | **Student worker** |  |  |  |  |  |  |
| **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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| **Students weld much better staying on task because they Welding Procedure Specification provides written instructions for them to follow.**  |

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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.** |
| **The welding department provides direct training for occupations in welding; i.e., welders, ironworkers, pipefitters, carpenters, machinists, mechanics, artists, sales, inspectors, shipbuilders, electricians, sheet metal, labors, railroad workers, etc. We have provided training that have lead to certifications to over 300 welders working in our community, and many more using welding to supplement their income or trade.** |

| **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:** |
| **Jay Miller*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 September 14, 2012**
* **Provide a hard copy with the Dean’s sign-off to Instructional Services by September 28, 2012**
* **Email an electronic copy to** **jdecker@palomar.edu** **by September 28, 2012**