**YEAR 2**

**ACADEMIC YEAR 2013-14**

Program Review and Planning Year 2 form is an evaluation of the progress on last year’s goals (Year 1 PRP) and is also planning of goals and activities for the current year (2013-2014).

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| **Discipline: Religious Studies** | **Date 02/072014** |
| **Instructional Discipline Reviewed (Each discipline is required to complete a Program Review.)** | **Add Date (00/00/2014)** |

**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.).

**DEFINITION**

Program Review and Planning is the means by which faculty, staff, and/or administrators complete a self-evaluation of an academic discipline, program, or service.  The self-evaluation includes an analysis of both quantitative and qualitative data on how the academic discipline, program, or service is supporting the mission and strategic planning of Palomar College in meeting the educational and career interests of students.  Through the review of and reflection on key program elements, such as program data and student learning outcomes, Program Review and Planning defines the curriculum changes, staffing levels, activities, and/or strategies necessary to continue to improve the academic discipline, program, or service in support of student success.  The Program Review and Planning process also ensures short-term and long-term planning and identification of the resources necessary to implement identified goals and priorities.

[**Palomar College Mission**](http://www.palomar.edu/about/goals.aspx)

Our mission is to provide an engaging teaching and learning environment for students of diverse origins, experiences, needs, abilities, and goals. As a comprehensive community college, we support and encourage students who are pursuing transfer-readiness, general education, basic skills, career and technical training, aesthetic and cultural enrichment, and lifelong education. We are committed to helping our students achieve the learning outcomes necessary to contribute as individuals and global citizens living responsibly, effectively, and creatively in an interdependent and ever-changing world.

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| **Program/Discipline Mission** |
| **List everyone who participated in completing this Year 2 Program Review and Planning Document.**  **Associate Professor Craig Forney participated with input from part-time faculty: Jacquelin Smith, Hal Lingerman, Jay Weseloh, Elisabeth Nichols, and Kirk Sandvig.** |
| **State your program’s or discipline’s mission statement. If you don’t have one, create one.**  **The discipline of Religious Studies will prepare students to be global citizens by cultivating understanding of and respect for religious diversity and connectedness, especially by the promotion of interfaith activities and informed public discussion about religion. The primary mission of the discipline is to provide students with an exemplary liberal education through course and programs dedicated to the academic study of religion in its multiple expressions. The Religious Studies program at Palomar College seeks to provide students with opportunities to investigate the role and significance of religion both historically and within contemporary cultures, to explore ultimate questions of human existence from diverse perspectives, and to introduce methodologies of study.** |
| **Explain how your program’s or discipline’s mission is aligned with the Palomar College Mission Statement.**  **The preparation of students to be global citizens is a key element stated in the Palomar College Mission. Concerns for provision of liberal education and for learning about the multiple expressions of religion align with commitments to transfer-readiness, general education, and cultural enrichment in the Palomar Mission.** |

**STEP I. Review and Evaluation of Year 1  
In this section, evaluate the program plans you described in last year’s Program Review and Planning Document.   
Refer to “STEP II: PLANNING” in your 2012-13 YEAR 1 PRP document at:** <http://www.palomar.edu/irp/PRPCollection.htm>.

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| 1. **Progress on Current Plans. For each planning area below, summarize your program plans as documented in the Year 1 form (last year’s form) and evaluate your progress on completing them.**   **Curriculum (Step II.A. of Year 1 PRP)**   1. **Summarize the plans you made regarding curriculum? (Consider how SLO assessment results influenced curriculum planning.)**   **The plan has been to broaden and deepen the curriculum in Religious Studies to better meet student needs for transferable coursework, especially related to General Studies. The plan included the development of agreements for transfer of credits to CSU institutions towards the achievement of a Religious Studies degree. SLO assessment provides ongoing and increased capability to improve teaching and learning in the effort of preparing students for transfer.**   1. **How did you implement and evaluate those curriculum changes?**   **We revised every course in the discipline to reestablish and strengthen transferablility after collaboration with the articulation officer. As part of this effort, an introductory course on Buddhism has been added to broaden the transferable offerings. Professor Forney met with various faculty members and administors during the previous year regarding the development of agreements for transfer. This is still very much in process since state administrators have not approved Transfer Model Curriculum for Religious Studies and efforts towards local agreements remain in the works.**  **Class Scheduling (Step II.B. of Year 1 PRP)**   1. **Summarize the plans you made regarding class scheduling?**   **The plan was to offer additional sections of existing courses, particularly online sections to further serve students. Also, we planned to add new courses.**   1. **How did you implement and evaluate those class scheduling changes?**   **We added one online section of World Religions and of Religion in America for each semester. Each of the added online classes functioned at or close to full enrollment. We also added an early morning section of World Religions that did not attract adequate enrollment and was cut. So the plan is to try a late start class to meet the needs of a different group of students.**  **Faculty Hiring (Step II.C. of Year 1 PRP)**   1. **What faculty needs did you articulate for this discipline?**   **We requested the hiring of a full-time faculty member because of the need for teaching by full-time instructors in a signfiicantly higher percentage of classes and to provide much needed help in the administration of the discipline.**   1. **What is the current status of the plan you articulated?**   **The plan was not given high priority by the Instructional Planning Committee last year.** |
| 1. **Analysis and Impact of Resources Received (Step III – Year 1 – Resource Requests for Discipline)** 2. **What is the dollar amount you received from IPC last year (2012-2013)? You can access the 2012-13 IPC PRP allocations by clicking on this link:** <http://www.palomar.edu/irp/201213resourceallocations.pdf>   **NA**   1. **How were those funds spent?**   **NA**   1. **Identify permanent employees requested and prioritized by IPC, i.e., classified/CAST/administrative. You can access this information by clicking on this link:** <http://www.palomar.edu/irp/staffingplan.pdf>      1. **Describe the impact of these funds received from IPC on:** 2. **Curriculum (courses, SLOs)**      1. **Number of students affected**      1. **Other**      1. **Describe unmet funding requests as they apply to your planning and priorities.** |

**STEP II. Evaluation of Program & SLOAC Data**

**In this section, review and analyze updated program data, the results of SLOACs, and other factors that could influence your program plans for this upcoming year.**

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| 1. **Program Data. Provide an analysis of the past six years (2007-08 through 2012-13) of your discipline’s data. Consider trends in the data and what may be causing them. (For enrollment, WSCH, & FTEF data, use Fall term data only). The links below will take you to the three sets of data to analyze.**     * Enrollment, Enrollment Load, WSCH, and FTEF (<http://www.palomar.edu/irp/PRP_WSCH_FTEF_Load.xlsx>) **(Use Fall term data only).**    * Course Success and Retention rates (<http://www.palomar.edu/irp/PRP_Success_Retention.xlsx>**). Note, this file is very large and there will be a delay both when you open the file and again when you initiate the first search.**    * Degrees and Certificates (<http://www.palomar.edu/irp/PRP_Degrees_Certs.xlsx>).   **Describe your analysis and observations.**  **The numbers for Religious Studies classes have declined somewhat recently after remaining for several years at the levels established through much growth before the recent time of budgetary difficulties, though the rates for retention and success have stayed at the same high levels. We expect movement back in the upwards direction for enrollments now that the financial situation is much improved. Also, the data shows a dramatic and sustained increase in Hispanic students in RS classes, which is a strong indication of promise for future growth.**  **Does this data reflect your planning, goals, and activities? If not, why?** |
| 1. **SLOACs. Using the comprehensive SLOAC reports and faculty discussions as a guide, provide a summary and analysis of Student Learning Outcome assessments at the course and program level. Link to SLOAC resources:** <http://www2.palomar.edu/pages/sloresources/programreview/> 2. **Summarize your SLOAC activities during the 2012-2013 academic year.**   **We completed first time assessments of SLOs for RS 102, 105, 108. For RS 102, assessment focused on development of "proficient knowledge of major events, movements, and traditions in American religious history" by way of an essay. In RS 105, "ability to identify, describe, and evaluate the key elements in a religion" was assessed through an exam essay. Assessment in RS 108 also utilized essay format, this time related to "ability to identify and describe core characteristics of major movements in Christian history." Plus, we continued to follow the established SLO plans for RS 101 and 110.**   1. **Course SLOACs: What did you learn from your course SLO assessments? What will you maintain and/or change because of the assessment results?**   **In general, the results were quite positive for each class, with the strong majority of students writing essays of C or better quality. Assessments in each of the three classes indicated need especially to improve aid to students in the development of skills for writing and in learning related to the more abstract qualities of religion such as doctrinal and ethical teachings. For the latter, teaching emphasis on observable and contemporary practices of relgion as interrelated to doctrine and ethics has shown much promise for improved learning in the future. The results in RS 108 pointed to need for improvement in learning and writing in comparative ways about movements in Christianity.**   1. **Program SLOACs: What did you learn from your program SLO assessments? What will you maintain and/or change because of the assessment results?**   **NA** |
| 1. **Other Relevant Data and Information.** 2. **Describe other data and/or information that you have considered as part of the assessment of your program. (Examples of other data and factors include, but are not limited to: external accreditation requirements, State and Federal legislation, four-year institution directions, technology, equipment, budget, professional development opportunities).**      1. **Given this information, how are your current and future students impacted by your program and planning activities? Note: Analysis of data is based on both quantitative (e.g., numbers, rates, estimates, results from classroom surveys) and qualitative (e.g., advisory group minutes, observations, changes in legislation, focus groups, expert opinion) information.** |
| 1. **Labor Market Data. For Career/Technical disciplines only, provide a summary of the current labor market outlook. This data can be found on the CA Employment Development website at** [**http://www.labormarketinfo.edd.ca.gov/**](http://www.labormarketinfo.edd.ca.gov/) **. Go here and search on Labor Market Information for Educators and Trainers (http://www.labormarketinfo.edd.ca.gov/Content.asp?pageid=112). Click on summary data profile on right side of page to search by occupation. (Check other reliable industry or government sources on Labor Market Data websites that support findings and are relevant to Region Ten – San Diego/Imperial Counties. Include job projections and trends that may influence major curriculum revisions.)** |
| 1. **Discipline/Program Assessment:** **Based on Steps I and II above, describe your discipline’s or program’s:** 2. **Strengths**   **The diversity of courses offered and the quality of the content presented**  **Preparation of students to be global citizens**  **Preparation of students for transfer**   1. **Weaknesses**   **Need for established agreements with local and state institutions**  **Need for increased integration of observable and local forms of religion into teaching curriculum**   1. **Opportunities**   **For expansion of a local network of communities for engagement in learning activities**   1. **Challenges**   **Need to secure another full-time faculty member** |

**STEP III. Updated Goals & Plans**

**Taking the analyses you completed in Steps I and II, describe your program’s goals and plans.**

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| 1. **Goals and Plans: What are your goals for 2013-14? When establishing goals, consider changes you are making to curriculum, schedule, and staffing as a result of the assessments you completed in STEPS I and II above. Goals should reflect your program/discipline’s top priorities for the coming academic year.**   **For EACH goal provide the following:** | |
| **GOAL #1** | |
| **Program or discipline goal** | **Create a certificate program in Religious Studies** |
| **Plans/Strategies for implementation** | **Work with the Articulation Officer along with other faculty at Palomar College and community colleges in California involved in similar efforts** |
| **Outcome(s) expected (qualitative/quantitative)** | **Improved preparation of students for transfer** |
| **GOAL #2** | |
| **Program or discipline goal** | **Follow and revise a comprehensive plan for SLOs** |
| **Plans/Strategies for implementation** | **Enter all information in the TracDat system, carefully follow the plan, and assess with other instructors** |
| **Outcome(s) expected (qualitative/quantitative)** | **Provide more engaging teaching and learning by way of increased focus on SLOs** |
| **GOAL #3** | |
| **Program or discipline goal** | **Better prepartion of students and the larger community to be global citizens through developed sense of worldwide reponsibility and orientation, especially related to a religiously diverse world community, and through the cultivation of values of openness and respect.** |
| **Plans/Strategies for implementation** | **Visit, interview, and observe communities of religion in southern California in order to expand the network of religious communities engaged in educational exchanges** |
| **Outcome(s) expected (qualitative/quantitative)** | **More engaging teaching and learning by integration of more tangible, local, and contemporary case studies into the curriculum** |
| **ADDITIONAL GOAL (*if needed*)** | |
| **Program or discipline goal** | **Goal #4 Pursue and develop excellence in teaching that features innovation in materials and methods, maximized use of technology, superlative communication and engagement with students.** |
| **Plans/Strategies for implementation** | **Ongoing assessment of teaching methods, tools, content, and preparations** |
| **Outcome(s) expected (qualitative/quantitative)** | **More engaging teaching and learning as a result of continued professional development** |

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| 1. **Alignment with College Mission and Strategic Plan Goals.** 2. **How do your goals align with the Palomar College Mission?**   **The creation of a certificate program will better prepare students for transfer, which is a key component stated in the Palomar College Mission. The following of a comprehensive plan for SLOs and the development of excellence in teaching will foster more engaging teaching and learning, also a key aspect articulated in the College Mission. Lastly, the engagement with a network of religious communities will help foster better preparation of students and community to be global citizens, stated as foundational to the Mission of Palomar College.**   1. **How do your goals align with the College’s Strategic Plan Goals? See the College’s Strategic Plan 2016 Goals at:** <http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf>   **The goals for the discipline intersect with Strategic Plan Goals for Student Connections, Pathways, Learning, and Success and for Partnerships. The creation of a certificate program aligns with Strategic Plan Goals to define career pathways. Careful focus on a plan for SLOs intersects with the Strategic Plan Goal to improve the role and value of Institutional Learning Outcomes. The engagement with a network of religious communities alligns with the Strategic Planning Goal to strengthen community partnerships to increase college connections and student learning experiences. Pursuit and development of excellence in teaching intersects with the Strategic Planning Goal to implement professional development that supports faculty innovation in teaching and learning.**   1. **Based on your program review and planning, describe any issues/concerns that have emerged that require interdisciplinary or College-wide dialogue and/or planning.** |

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| **STEP IV. Resources Requested for Academic Year 2013-2014:** |
| **Now that you have completed Steps I – III, Step IV requires you to identify all additional resources you will need to achieve your Goals and Plans/ Strategies (Step III).  First, identify all resource needs in each budget category.  You may have up to five (5) requests per budget category.  Provide a meaningful rationale for each request and how it links to your Goals, Plans, and Strategies.   \*Second, ALL your resource requests must be prioritized as one group; not prioritized within each budget category.  This means, you could have your #1 priority in Technology, your #2 priority in Short-term Hourly, and your #3 priority in Equipment, etc.  If you actually have five (5) requests in each of the five (5) budget categories, you would end up with 25 prioritized requests. IPC will not consider any requests that are not prioritized. Resource requests to simply replace budget cuts from previous years will not be considered.   PLEASE NOTE THAT ALL FUNDING ALLOCATED BY IPC IS ONE-TIME AND MUST BE SPENT WITHIN THE DEFINED TIMELINE. RESOURCE REQUESTS THAT SUPPORT MORE THAN ONE DISCIPLINE SHOULD BE INCLUDED ON THE ‘ACADEMIC DEPARTMENT RESOURCE REQUESTS” PRP FORM ONLY.** |

**Budget category a. Equipment (600010) (per unit cost is >$500). *Enter requests on lines below. Click here for examples of equipment:*** [***http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf***](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf)

| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **\* Priority Number for all Resource Request categories** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include tax, shipping, etc.)** |
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| **a1.** | **Document camera for the Religious Studies classroom in MD 203** | **Goal #4**  **Pursue and develop excellence in teaching** | **SPG to implement professional development to support innovation in teaching** | **1** | **The camera would provide much improved ability to present artwork and other visual aids to supplement and enhance lectures.** | **$285 on Amazon plus $ for a lock** |
| **a2.** | **Conference attendance and participation in presentations** | **Goal #4**  **Pursue and develop excellence in teaching** | **SPG to implement professional development to support innovation in teaching** | **2** | **Participation in and the making of a presentation at a conferences provides knowledge and ongoing engagement with research in the discpline, sharpening and enhancing capabilities for improved teaching.** | **$500** |
| **a3.** | **Professional membership in the American Academy of Religion** | **Goal #4**  **Pursue and develop excellence in teaching** | **SPG to implement professional development to support innovation in teaching** | **3** | **The American Academy of Religion provides a vast set of resources for improved teaching and learning in areas of the discipline that are the focus of teaching. These resources include the "Spotlight on Teaching" forum and study group, articles, workshops, chats, a project on the creation and revision of syllabi, a database of resources for video and audio materials, links to teaching guides, and collaborative projects related to teaching.** | **$200** |
| **a4.** |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |

| **Budget category b. Technology (600010) (computers, data projectors, document readers, etc.). Enter requests on lines below. *Click here for examples of technology:*** [***http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf***](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf) | | | | | | |
| --- | --- | --- | --- | --- | --- | --- |
| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **\* Priority Number for all Resource Request categories** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include tax, shipping, etc.)** |
| **b1.** |  |  |  |  |  |  |
| **b2.** |  |  |  |  |  |  |
| **b3.** |  |  |  |  |  |  |
| **b4.** |  |  |  |  |  |  |
| **b5.** |  |  |  |  |  |  |

| **Budget Category c. Funds for Supplies (400010) (per unit cost is <$500 supplies) *Enter requests on lines below. Click here for examples of Supplies:***  [***http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf***](%20http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf) | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **\* Priority Number for all Resource Request categories** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include tax, shipping, etc.)** |
| **c1.** |  |  |  |  |  |  |
| **c2.** |  |  |  |  |  |  |
| **c3.** |  |  |  |  |  |  |
| **c4.** |  |  |  |  |  |  |
| **c5.** |  |  |  |  |  |  |

| **Budget Category d. Funds for Operating Expenses (500010) (printing, travel, maintenance agreements, software license, etc.). *Enter requests on lines below. Click here for examples of Operating Expenses:*** [***http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf***](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf) | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **\* Priority Number for all Resource Request categories** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include tax, shipping, etc.)** |
| **d1.** |  |  |  |  |  |  |
| **d2.** |  |  |  |  |  |  |
| **d3.** |  |  |  |  |  |  |
| **d4.** |  |  |  |  |  |  |
| **d5.** |  |  |  |  |  |  |

| **Budget Category e. Funds for temporary or student workers (230010/240010) Enter requests on lines below** | | | | | | | | |
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| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **\* Priority Number for all Resource Request categories** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include benefits)** |
| **e1.** |  |  |  |  |  |  |
| **e2.** |  |  |  |  |  |  |
| **e3.** |  |  |  |  |  |  |
| **e4.** |  |  |  |  |  |  |
| **e5.** |  |  |  |  |  |  |

**STEP V. Classified and administrative (contract) positions requests for academic year 2014-2015**

**Classified, CAST, or Administrator positions:  Enter each position request on the lines below.  You may request up to five (5) positions and they must be prioritized to be considered by IPC.  Contract position requests may include vacancies due to retirements, resignations, lateral transfers, etc., as well as any new positions to be considered.  Please note that only these position requests will be prioritized by IPC when developing the annual Staffing Plan for Instruction.**

| **Resource Category** | **Describe**  **Resource**  **Requested** | **Discipline goal addressed by this resource** | [**Strategic Plan 2016 Goal Addressed by this Resource**](http://www.palomar.edu/strategicplanning/PALOMAR_STRATEGICPLAN2016.pdf) | **Priority Number for Position Requests in Step V Only** | **Provide a detailed rationale for the requested resource. The rationale should refer to your discipline’s goals, plans, analysis of data, SLOACs, and the College’s Strategic Plan.**  **(If this resource is already funded in part or full, name the source and describe why the source is not sufficient for future funding.** | **Amount of Funding Requested (include benefits)** |
| --- | --- | --- | --- | --- | --- | --- |
| **1.** |  |  |  |  |  |  |
| **2.** |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**