**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: Architectural Drafting** | **Date 01/30/2014** |
| **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.**  **Ken Swift, Sandra Andre, Rob Roy McFarland** |
| **State your program’s or discipline’s mission statement. If you don’t have one, create one.**  **The mission of the Palomar College Architectural Program is to prepares students for design production drafting and transfer into an architectural university program. We do this through offering an integrative course of study which emphasizes current design and construction practices, design theory and construction/deconstruction (energy evaluation) practices and the personal qualities, habits and attitudes (soft skills) that make students successful employees in the building and remodel professions.** |
| **Explain how your program’s or discipline’s mission is aligned with the Palomar College Mission Statement.**  **The Architecture Program's mission aligns with the college's mission through our focus on the career technical and transfer education. We also serve a diverse student body and are committed to providing our students the skills needed to contribute to today's ever changing world.** |

**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.)**   **Last year, we worked to align ID 150 with ARCH 150. We also reduced the number of units in both certificates to better align with State guidelines and to accommodate student access and completion.**   1. **How did you implement and evaluate those curriculum changes?**   **We accomplished this through a series of curriculum changes. We haven't been able to evaluate these changes because we haven't completed the first year.**  **Class Scheduling (Step II.B. of Year 1 PRP)**   1. **Summarize the plans you made regarding class scheduling?**   **We changed the course rotations of ARCH 215, 216 nd 200. These are advanced courses and had suffered from low enrollment in the past.**   1. **How did you implement and evaluate those class scheduling changes?**   **These changes improved enrollment while still allowing students to complete their programs in a timely manner.**  **Faculty Hiring (Step II.C. of Year 1 PRP)**   1. **What faculty needs did you articulate for this discipline?**   **None**   1. **What is the current status of the plan you articulated?**   **NA** |
| 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>   **$300.00**   1. **How were those funds spent?**   **Replacement faculty printer.**   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>   **None were requested**   1. **Describe the impact of these funds received from IPC on:** 2. **Curriculum (courses, SLOs)**      1. **Number of students affected**   **All students enrolled in the program benefitted from the faculty printer handouts**   1. **Other**      1. **Describe unmet funding requests as they apply to your planning and priorities.**   **Software upgrades are currently shared with Drafting Technology Program (typically funded through Perkins)**  **Training for CALGreen/LEED conferences.** |

**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 program is currently at 100% census load. New sections are indicated for 14/15 school year. We are currently planning to move to a remodeled facility in 2015/15. This will enable us to add additional stations and improve WSCH/FTEF. Even though our overall pass success rate is good (83%), evening students aren't as successful. We will need to implement strategies to assist our evening students in raising their success rates. The number of awards have improved, but we still need to encourage students to get the degrees and certificates as well as transfer.**  **Does this data reflect your planning, goals, and activities? If not, why?**  **Yes, we have worked to strengthen our articulations with four year institutions, we have increased recruitment we have improved and aligned our curriculum.** |
| 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.**   **The faculty assessed most courses this year, and reviewed and discussed results.**   1. **Course SLOACs: What did you learn from your course SLO assessments? What will you maintain and/or change because of the assessment results?**   **Most course SLOs appear effective and show strong student success. SLOs for the advanced courses (ARCH 200, 215 and 216) proved inappropriate and ineffective. The faculty are reviewing and revising SLOs for those courses.**   1. **Program SLOACs: What did you learn from your program SLO assessments? What will you maintain and/or change because of the assessment results?**   **PLOs will be linked to SLOs as we assess student portfolios this year.** |
| 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).**   **CalGreen is now law. What was voluntary is now a requirement in the state. By 2020, all electrical needs will be generated on site to pull permitting. The inventory of default property is dimished. The desal plant in Carlsbad is soon to be commissioned. Environmental interest and acceptance is driven by water needs in the southland. Most cities now have environmental ordinances related to LEED tenants.**   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 Department, Labor Market Information for Educators/Trainers at:** <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**   **Palomar's Architecture Program is unique to Region X because we focus on CAL Green requirements. We feel that our students are better poised to meet today's standards in building.**   1. **Weaknesses**   **Our Census load is at 97% but facilities and work stations restrict our growth and the ability to add additional sections.**   1. **Opportunities**   **We are working to add on-line classes. We are positioned to work more closely with municipalities and urban planners. The new lab space in the GJ building will allow additional work stations.**   1. **Challenges**   **Staying abreast of changes in codes and regulations.** |

**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** | **Develop more transfer agreements for articulation with four year institutions.** |
| **Plans/Strategies for implementation** | **Meet with faculty at other institutions.**  **Work with Palomar's Articulation Officer.**  **Align curriculum as needed.** |
| **Outcome(s) expected (qualitative/quantitative)** | **Facilitate students' progression and completion of degrees.** |
| **GOAL #2** | |
| **Program or discipline goal** | **Increase student population.** |
| **Plans/Strategies for implementation** | **Updating outreach materials.**  **Meeting with high school faculty to increase high school articulations.**  **Attend events to publicize program merits.** |
| **Outcome(s) expected (qualitative/quantitative)** | **Enrollment increase.** |
| **GOAL #3** | |
| **Program or discipline goal** | **Maintain industry standards** |
| **Plans/Strategies for implementation** | **Update architectural software annually.**  **Update the hardware at least every three years.**  **Meet with industry partners annually.** |
| **Outcome(s) expected (qualitative/quantitative)** | **Curriculum that is cutting edge.** |
| **ADDITIONAL GOAL (*if needed*)** | |
| **Program or discipline goal** |  |
| **Plans/Strategies for implementation** |  |
| **Outcome(s) expected (qualitative/quantitative)** |  |

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| 1. **Alignment with College Mission and Strategic Plan Goals.** 2. **How do your goals align with the Palomar College Mission?**   **Architecture's SLOs, SSTF and BSI are well integrated to relate to each other at all levels of architectural planning. We will need to look at software expansion for energy modeling. While new construction has been relatively flat, remodeling has really gone up in the county.**  **Energy modeling is integrated into passive and active design. Significant changes to the construction values are being passed along to students. HEED from UCLA is a free download and will provide a bridge as the Revit software evolves into an easier and more accessible user platform.**   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>   **Instructors are training and current in all phases of architectural practice and this contributes to the college's mission by maintaining current career and technical training for economically impacted special populations.**  **Architecture is an aesthetic and cultural profession that provides a living wage. Our students are learning techniques that contribute to a responsible design future for California.**  **Our students are the priority. Our intern on-site training has connected the program to local contractors and architects.**  **We strive to increase the diversity of staff and students as it is mirrored in the community. We are employing new ways to engage the students in coursework. We serve our students where they are and that extends into the access of our programs and services.**   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.**   **The field of interior architecture is emerging. As adaptive reuse of existing buildings require environmental expertise, this discipline is defined by the practice of restructuring building for new multi purpose and mixed use applications.** |

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| **STEP IV. Resources Requested for Academic Year 2013-2014:** |
| **Now that you have completed steps I – III, identify the resources needed to achieve the goals and plans identified in Step III. Categorize resource requests as noted below. Provide rationale for requests to get better information. Please note that all resources allocated are for one year only.  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 (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) | **Prioritize these requests (1, 2, 3, etc.)** | **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.)** |
| --- | --- | --- | --- | --- | --- | --- |
| **a1.** | **Hard copy of new International Codes** | **3** | **4** | **2** | **Code currency is crucial for students with the new Green and related requirements** | **987** |
| **a2.** | **Ipad w/ Apple TV device and cable** | **3** | **4** | **8** | **Ipads are now standard equipment for construction supervision and related tasks. Allows the architect in the field to compare approved drawings to the actual construction and update the drawings as required. Student training is appropriate and needed.** | **750** |
| **a3.** | **Digital camera** | **3** | **4** | **9** | **Recording student drawings and projects in digital format to maintain record-keeping** | **500** |
| **a4.** |  |  |  |  |  |  |
| **a5.** |  |  |  |  |  |  |
| **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) | **Prioritize these requests (1, 2, 3, etc.)** | **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.** | **Software and licensing** | **3** | **4** | **1** | **Currency w/ industry for student employability. Normally funded through Perkins and shared with Drafting, but those funds may not continue long-term** | **3250 (is the Arch. half)** |
| **b2.** |  |  |  |  |  |  |
| **b3.** |  |  |  |  |  |  |
| **b4.** |  |  |  |  |  |  |
| **b5.** |  |  |  |  |  |  |

| **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***](http://www.palomar.edu/irp/2013CategoriesforPRPResourceRequests.pdf) | | | | | | | | |
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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) | **Prioritize these requests (1, 2, 3, etc.)** | **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.** | **Desk top equipment repair and labor cost** | **4** | **4** | **3** | **Board drafting equipment requires annual maintenance to repair and replace broken cables, parallels, etc.** | **450** |
| **c2.** | **Storage bins** | **4** | **4** | **10** | **Current bins in serious need of replacement** | **200** |
| **c3.** |  |  |  |  |  |  |
| **c4.** |  |  |  |  |  |  |
| **c5.** |  |  |  |  |  |  |

| **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) | **Prioritize these requests (1, 2, 3, etc.)** | **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.** | **Outreach card and brochure printing** | **2** | **1** | **4** | **Outreach information must reflect changes in Program requirements** | **2000** |
| **d2.** | **Instructor travel for articulation** | **1** | **2** | **5** | **UCLA and other architectural program articulation agreements** | **1000** |
| **d3.** | **Architectural bus tours (4)** | **3** | **1** | **6** | **Direct experience with architectural landmarks and Green projects** | **4000** |
| **d4.** | **CalGreen update conferences** | **3** | **2** | **7** | **Instructor currency in new Green requirements** | **500** |
| **d5.** |  |  |  |  |  |  |

| **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) | **Prioritize these requests (1, 2, 3, etc.)** | **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**

**f. Enter requests on lines below. These requests will be used by IPC to develop its annual Staffing Plan priorities.**

| **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) | **Prioritize these requests (1, 2, 3, etc.)** | **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)** |
| --- | --- | --- | --- | --- | --- | --- |
| **f1.** |  |  |  |  |  |  |
| **f2.** |  |  |  |  |  |  |
| **f3.** |  |  |  |  |  |  |
| **f4.** |  |  |  |  |  |  |
| **f5.** |  |  |  |  |  |  |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**