**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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| **Department: Physics & Engineering** | **02/06/2014** | |
| ***Academic Department Reviewed (Each department with more than one discipline is required to complete a Program Review.)*** | **Please 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. | | |
| **Resources Requested for Academic Year 2013-2014: Identify the resources needed to achieve the department’s goals and plans.  RESOURCE REQUESTS THAT SUPPORT MORE THAN ONE DISCIPLINE SHOULD BE INCLUDED ON THIS FORM.**  **Section I: 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.** | | |

**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 benefits, tax, shipping, etc.)** |
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| **a1.** | **Robotics components (Structural hardware components,electrical components, servos, gears, wheels** |  | **Goal #1** | **2** | **The students need to have a platform to program our existing Arduino prototyping platform** | **$14,750** |
| **a2.** | **CENCO Engraved Precision Force Table (Physics 230)** |  | **Goal #1** | **4** | **Some force tables are damaged and most of pulleys used have high frictions** | **$7,000** |
| **a3.** | **Materials needed to create apparutus (Physics 230)** |  | **Goal #1** | **6** | **Lab equipment are old, but sturdy. Replacement parts need to be manufactured. (New market equipment is inadequate.)** | **$2,500** |
| **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) | **\* 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.** | **Printers:**  **Lab rooms (NS-245, NS-252, NS-255** |  | **Goal #1** | **7** | **Printers in those rooms are more than 10 years old. Instructional Services request to cycle all computers on a 5 year basis.** | **$1,500 x 3 = $4,500** |
| **b2.** | **Printer in Q-10** |  | **Goal #1** | **8** | **We do not hve a printer in this classroom.** | **$1,500** |
| **b3.** | **Desktop computers:**  **Faculty/Staff offices** |  | **Goal #1** | **9** | **Instructional Services request to cycle all computers on a 5 year basis** | **$1,700 x 3 = $5,100** |
| **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***](%20%20%20http://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) | **\* 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.** | **Engineering:**  **Budget increase to purchase new and updated suppliest to replace old and some disfuntional parts such as resistors, LED's, transistors, voltage regulators, wires, etc Those are perishables..** |  | **Goal #1** | **1** | **Part are used to build circuits in various classes and they have not been re-stocked. $250/year budget is too low to support this neccessity.** | **Additional $3,000** |
| **c2.** | **Phyiscs:**  **Wheels, axles, low friction pulleys, pully cords, Newton's cradle (collision balls), basic wind tunnel, Caillary set, Pascal's law tubes, wave demonstrations set, slinkys, differential and sympathetic tuning fork set, digital sound levelmeter, electronic Doppler Effect Appratus, Lenses, mirrors, optical signal path demonstrator set, resistors and capacitors.** |  | **Goal #1** | **3** | **Budget increase to purchase new and updated demo equipment to replace old and some disfuntional equipment..** | **Additional $5000** |
| **c3.** | **Physical Science:**  **6 and 12 watt light bulbs, batteries, electrical ciruit connecting wires, resistors,battery holders, stopwatchs, beakers, hot plates, crockpots, electric water kettles, candles, salt, vinegar, rubbing alchol, iodine, stir sticks, hot glue, glue guns, styrofoam cups, lids, thermocouples, multimeters.** |  | **Goal #1** | **5** | **Budget increase to purchase new and updated demo equipment to replace old and some disfuntional equipment.** | **Additional $5000** |
| **c4.** |  |  |  |  |  |  |
| **c5.** |  |  |  |  |  |  |

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| **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.** | **Physics:**  **Budget increase for printing costs** |  | **Goal #1** | **11** | **The printing budget has not increased since I moved to this department 20 years ago, but copying cost keeps increasing. Each year we are deficit for incurred printing costs. This printing is used to conduct normal classroom quizzes, exams and activities** | **Additonal $1500** |
| **d2.** | **Physical Science:**  **Budget increase for printing costs** |  | **Goal #1** | **12** | **The printing budget has not increased since I moved to this department 20 years ago, but copying cost keeps increasing. Each year we are deficit for incurred printing costs. This printing is used to conduct normal classroom quizzes, exams and activities** | **Additonal $1500** |
| **d3.** | **Engineering:**  **Budget increase for printing costs** |  | **Goal #1** | **13** | **The printing budget has not increased since I moved to this department 20 years ago, but copying cost keeps increasing. Each year we are deficit for incurred printing costs. This printing is used to conduct normal classroom quizzes, exams and activities** | **Additional $500** |
| **d4.** |  |  |  |  |  |  |
| **d5.** |  |  |  |  |  |  |

| **e. Funds for temporary or student workers (230010/240010) Enter requests on lines below** | | | | | | | | |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **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.** | **Student Workers (SI & ET)** |  | **Goal #1** | **10** | **Setup labs and activities for physics classes.STEM grant will expire after 2015 and we need resorce for these positions** | **$32,000/year** |
| **e2.** |  |  |  |  |  |  |
| **e3.** |  |  |  |  |  |  |
| **e4.** |  |  |  |  |  |  |
| **e5.** |  |  |  |  |  |  |

**Section II: Classified and administrative (contract) positions requests for academic year 2014-2015**

**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) | **Priority Number for Position Requests in Section II 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.** | **Engineering Program Coordinator** | **1** | **Goal #1&2** | **1** | **Engineering Program is increasing. We need a coordinator to coordinate local industries, 4-year universities, and local high schools. Currently, the full time insturctor has no time since he teaching load is more than full.** |  |
| **2.** |  |  |  |  |  |  |
| **3.** |  |  |  |  |  |  |
| **4.** |  |  |  |  |  |  |
| **5.** |  |  |  |  |  |  |

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| **Department Chair: Takashi Nakajima**  **Please identify faculty and staff who participated in the development of the plan for this department:** |

**Department Chair/Designee Signature Date**

**Division Dean Signature Date**