

2009-2010 Instructional Program Review and Planning Supplemental Form

Please complete this form for each priority you identified in the 2008-2009 progress report (review these at <http://www.palomar.edu/irp/IPRPSupplementalReport.htm>). Please list at the end of this form the faculty and staff who participate in this report. Forward (1) a hard copy to Instructional Services and (2) email a Microsoft Word copy to jdecker@palomar.edu no later than 3/05/2010.

Department Business Administration	Department Priority # 3	<input type="checkbox"/> No funding/resources are being requested
Program/Discipline: Business Management (combined with Business Administration, both reported on this form)		Program/Discipline Priority # FOR 2010-2011: 1

To establish a priority, use the current Program Review and Planning (PRP) document submitted Spring 2009 (posted at <http://www.palomar.edu/irp/IPRPSupplementalReport.htm>) for this program or discipline. Identify from Box #2 in the PRP a priority for the upcoming academic year or develop a priority based on the data analysis discussed in Box #2.

***2. Data Analysis (restate or summarize the data analysis from the PRP):**
 Through better scheduling, curriculum updates, and improved "marketing", enrollment in the BMGT discipline is increasing. What's more, the WSCH/FTEF increased in 2007 as we got better at filling classes by offering the best location, format and instructors to meet students' needs. Our retention rate averages a healthy 90%. Though it's increased over the last 2 years, our success rate of 60.9% is still lower than the College total of 69% and Division total of 68%.

***3.a/b. Describe your goal (priority) based on data analysis from the PRP:**
Our goal going forward was to meet regularly to update offering/bring new programs and to consider offering alternate course forms. As indicated in other parts of this report, a FULL-time faculty person needs to "own" this area in order for this to happen.

Resources requested: Identify all the resources you are requesting to support the implementation of this priority. These resources would be additional funding needed beyond what is already provided to the discipline through the base resource allocation process.	Describe the resource(s) requested	Cite page(s) that provide rationale for this priority request	Estimated Amount of Funding Requested	New, one-time funding	New, on-going funding
*4.a. Equipment – Per unit cost is ≥\$500 (microscopes, table saw, etc.)					
*4.a. Technology (computers, data projectors, document readers, etc.)					
*4.b. Budget for 4000s - Per unit cost is ≤\$500 (supplies)					
*4.b. Budget for 5000s – Printing, maintenance agreements, software license, accreditation fees, etc.					
*4.c. Facilities					
*4.d. Faculty position	1 new faculty dedicated to Business Management	Page 3-4, d and f of original document	\$91,000 each		YES (but not if person replaces a retiree)
*4.e. Classified staff position (contract)					
*4.e. Classified staff position (hourly)					

*Numbering parallels sections in original Program Review and Planning document
 Program Review and Planning Supplemental 2009-2010 Form Updated with IPC input 1.28.10
 Reviewed by SPC on 02/02/2010

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How will you evaluate whether or not you have met your goal/priority with the requested resources?
 1. We will evaluate how many full-time faculty we have teaching in the BMGT area. As mentioned, of the NINE courses taught in Fall 2007, only ONE was taught by a full-time faculty person.
 2. We will evaluate the success in bringing NEW programs in BMGT to Palomar (such as SIFE, Students In Free Enterpirse), already well-established at other local community colleges. We currently have a few part time faculty interested in bringing such programs to Palomar to enhance learning, but we truly need a Full-time faculty/staff to get it up to speed.
 3. We will also evaluate student success in the area of BMGT - measuring retention and success rate in completing the program.

What evidence will you provide to reflect the impact these resources had on student learning?
 Improved success rate in the BMGT area (Success rate from Spring 2009 planning is 60.9% vs. Palomar College's 69%). It can be difficult for students to be engaged/connected when most of a program is taught only by Part-time faculty. Full-time faculty can continue to develop the program, keep it relevant and bring in new ways for students to engage (such as with SIFE and the Student Business Plan competition).

<p>*5. Strategic Plan goal or objective addressed by this priority: http://www.palomar.edu/strategicplanning/Strategic%20Plan%202009/Strategic%20Plan%202009_book%20as%20printed.pdf</p> <p>Palomar's Strategic Plan 2009 includes nine tactics for student success. One of these is:</p> <ul style="list-style-type: none"> • Develop and implement an institution-wide plan that includes strategies to improve retention (course completion) and persistence (semester to semester attendance and completion). 	<p>Course(s) & SLO(s) addressed by this priority: http://www.curricunet.com/Palomar/</p> <p>BMGT 101</p> <p>BMGT 105 - SLO - Develop and present a business plan for the launch and operation of a small business.</p> <p>BMGT 110 BMGT 115 BMGT 125 BMGT 130 BMGT 197 BMGT 295</p>	<p>Program(s) and SLO(s) addressed by this priority (program is defined as a certificate, degree, or discipline): http://www.curricunet.com/Palomar/</p> <p>AA Degree & Certificate of Achievement in Business Management</p> <p>No current SLOs defined.</p>
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6. Reflect on the progress your discipline and/or department is making on defining, implementing, and assessing course, program, GE/Institutional level SLOs. What have been the benefits and what have been the challenges?
 Our department is doing a pretty good job of defining SLOs and assessment plans for courses. We could improve in the area of implementing our assessment plans. We are just starting to implement program SLOs. The challenges include the system in which we're

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tracking and measuring these. CurricUNET is NOT the best choice for this as it is not "relational"; that is - you can't easily see how a course SLO will contribute to a program. I understand that Trac Dat (or equivalent new program) will address this.

Individuals completing this Program Review and Planning Supplemental document:

Name(s):	Signatures:	Date:
Mary J. Cassoni		March 3, 2010
Dave Forsyth		March 4, 2010
Albie Armistead		March 4, 2010