

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an electronic copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

## Palomar College – Institutional Review and Planning Instructional Programs

**Purpose of Institutional 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.)

**Discipline: Diesel Mechanic Technology**

Instructional Discipline Reviewed

2007-08

**1. 3-year trend of quantitative data**

|                                 | Fall 2004 | Fall 2005 | Fall 2006 | Definitions  |
|---------------------------------|-----------|-----------|-----------|--|
| <b>Enrollment at Census</b>     | 46        | 105       | 64        | <i>Self Explanatory</i>  |
| <b>Census Enrollment Load %</b> | 92.00%    | 70.00%    | 98.46%    | Enrollment at Census Divided By Sum of Caps (aka "Seats")                |
| <b>WSCH</b>                     | 276       | 385       | 251       | Weekly Student Contact Hours   |
| <b>FTEF</b>                     | 9.20      | 12.83     | 8.37      | One Full-Time Equivalent Student = 30 WSCH                               |
| <b>Total FTEF</b>               | 0.67      | 1.22      | 0.61      | Total Full-Time Equivalent Faculty                                       |
| <b>WSCH/FTEF</b>                | 414       | 315       | 411       | WSCH Generated per Full-Time Equivalent Faculty Member                   |
| <b>Full-time FTEF</b>           | 0.06      | 0.03      | 0.03      | FTEF from Contract Faculty   |
| <b>Hourly FTEF</b>              | 0.58      | 0.93      | -         | FTEF from Hourly Faculty   |
| <b>Overload FTEF</b>            | 0.03      | 0.26      | 0.58      | FTEF from Contract Faculty Overload                                      |
| <b>Part-Time FTEF</b>           | 0.61      | 1.19      | 0.58      | Hourly FTEF + Overload FTEF  |
| <b>Part-Time FTEF %</b>         | 91.67%    | 97.73%    | 94.55%    | Percent of Total FTEF Taught By Part-Time Faculty                        |
| <b>Retention Rate</b>           | 93.02%    | 88.24%    | 93.33%    | Non-W Grades (A,B,C,CR,D,F,FW,NC) Divided By A,B,C,CR,D,F,FW,NC,W Grades |
| <b>Success Rate</b>             | 81.40%    | 67.65%    | 84.44%    | A,B,C,CR Grades Divided By A,B,C,CR,D,F,FW,NC,W Grades                   |
| <b>Degrees Awarded</b>          | 2         | -         | 1         | Total number of Degrees awarded for the Full Academic Year               |
| <b>Certificates Awarded:</b>    | 3         | 2         | 3         | Total number of Certificates awarded for the Full Academic Year          |
| <b>- Under 18 Units</b>         | -         | -         | -         | Total number of Certificates awarded for the Full Academic Year          |
| <b>- 18 or More Units</b>       | 3         | 2         | 3         | Total number of Certificates awarded for the Full Academic Year          |

**2. Reflect upon and analyze the above 3-year trend data. Briefly discuss overall observations and any areas of concern or noteworthy trends.**

**Our enrollment numbers and retention rate has always fluctuated with the status of the economy and the courses we offer. Lower enrollment and lower retention can usually be traced to high demand for technicians with any experience in the many disciplines our students can work in. Once our students prove themselves in the job market their desire for certificates and degrees can often fall on the list of necessities. We continually see students return after several semesters in the field who desire to complete their degree for promotions or to update their skill set.**

## Spring 2009 Progress Report: Diesel Mechanic Technology - Page 2 of 6

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an electronic copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

### 3. Reflecting on the 3-year trend data, describe/discuss discipline planning related to the following:

| PLAN – 2007-08  | Progress – 2008-09   |
|---|--|
| <p><b>a. Curriculum, programs, certificates and degrees (consider changes due to CSU/UC transfer language updates, articulation, workforce and labor market projections, certificate or degree completions, etc.)</b></p> <p>Increasing student contact after class to remind them of availability of classes, certificates and degree options available at Palomar College. Inform potential students of upcoming classes. This will be accomplished through a program of direct mailing. In addition, reinforce to current students the value of degrees, certificates and lifelong learning.</p> | <p>Curriculum was reviewed and changes were made as needed including hours of instruction.</p> <p>High number of emails and phone calls including mailings were made in order to stay in touch with current and to reach potential new students.</p> |
| <p><b>b. Class scheduling (consider enrollment trends, growth, course rotation, comprehensiveness, etc.)</b></p> <p>Continue to offer certain classes at multiple times during the semester. Add additional classes and or sections in the evening and maintain the present 2-day split of classes (Mon &amp; Wed, Tue &amp; Thu).</p>  | <p>The way that classes are set up, seems to be working just fine.</p>   |

### 4. Discuss/identify the resources necessary to successfully implement the planning described:

| PLAN – 2007-08  | Progress – 2008-09  |
|---|---|
| <p><b>a. Equipment/Technology – block grant funds, VTEA, other resources, etc.</b></p> <p>With the increased emissions standards for the state of California and the new technology on the engine management side, all predictions indicate the demand for experienced and well trained technicians in the diesel technology field will continue to increase. This demand will necessitate the need to add new engines and engine management systems in addition to other systems such as air brakes, driveline and</p> | <p>A new chassis Dyno is needed because the current one is old and the manufacture no longer makes them or the parts for them. Also a four post heavy duty lift system is needed for the new building because the current system is very old and is an underground unit that does not meet E.P.A. standards.</p> <p>Some trainers for engine electronics would also make a difference in what students can learn.</p> <p>Software and hardware have been purchased for heavy duty</p> |

## Spring 2009 Progress Report: Diesel Mechanic Technology - Page 3 of 6

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an electronic copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

|  |  |
|--|--|
| <p><b>transmissions, steering and suspension to the programs support equipment</b></p>   | <p><b>engines, transmissions, including A.B.S. braking systems.</b></p>  |
| <p><b>b. Budget – budget development process, one-time funds, grants, etc.</b></p> <p><b>With the uncertain future of budget cuts it will be the primary goal of the Diesel Technology Program to use these funds to maintain existing equipment to handle the demand of the high student workload our equipment receives.</b></p>   | <p><b>With no budget available we will try to maintain the equipment to the best of our ability.</b></p>   |
| <p><b>c. Facilities – schedule maintenance needs, additional classrooms/labs due to growth, remodeling, etc.</b></p> <p><b>Our facilities needs can be divided into two distinct areas – Classroom and Shop/Laboratory. Our classroom is in need of new tables and chairs for the students in addition several simulators and/or demonstration pieces will be needed to keep pace with the changing technology. Our shop/Laboratory will need addition tools and equipment to replace ageing and worn items.</b></p> | <p><b>I have attended the meeting for the new facility which is coming on line in 2011 summer to help with the planning and development.</b></p>   |
| <p><b>d. Faculty position(s) – faculty priority process and projected full-time needs for 1 – 3 years</b></p> <p><b>There is in place a procedure to hire a new full time faculty member by August 2008. In addition, we are predicting the need for one to three part-time faculty to teach highly specialized classes.</b></p>   | <p><b>1 full time instructor was hired, and we also have 3 adjunct faculty.</b></p>  |
| <p><b>e. Staff position(s) – changes in instructional or support needs due to program growth, new technology, etc.</b></p> <p><b>The Diesel Technology program foresees the continued need for one to three student assistants to assist a potential full time employee to maintain the shop/laboratory facilities and classrooms in addition to assisting the faculty members in our discipline.</b></p>  | <p><b>We have three teaching assistants which have made major difference by freeing up instructors to focus on students more and their needs.</b></p>  |
| <p><b>f. Other</b></p> <p><b>The Diesel Technology Program foresees the need to replace some equipment in the shop/laboratory which has seen the dual duty of being training aids as well as tools needed to maintain the facilities.</b></p>  | <p><b>Engines and other equipment are being moved out and newer ones are being acquired to replace them. Recent purchases of two trucks a mini Excavator, and a Skid steer loader are some of the changes.</b></p> |

## Spring 2009 Progress Report: Diesel Mechanic Technology - Page 4 of 6

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an [electronic copy to jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

**5. Discuss one discipline goal linked to Palomar's Strategic Plan 2009 and how it will support the success of students.**

When students complete our program at Palomar College they are able to work on a huge variety of equipment in any number of fields. Insuring this flexibility necessitates the maintenance and purchase of a great deal of equipment. One of this programs objectives is to meet this demand by securing alternative funding sources.

**6. Student Learning Outcome progress:**

**a. Describe a learning outcome at the course or program level and the assessment used to measure student learning of that outcome.**

Much of what our technicians will see in the field will deal with the interaction of systems and system components. One of our goals is to teach the student how the systems operate then take that knowledge and apply it to a non working system we simulate in the shop/laboratory environment.

**b. Discuss a learning outcome that is observable yet difficult to measure.**

One of the most difficult items to measure in our students is the confidence they gain. This confidence is visible in their interactions in the groups performing shop and laboratory tasks and in solving problems both in and out of the classroom.

**Spring 2009 Progress Report: Diesel Mechanic Technology - Page 5 of 6**

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an electronic copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

**7. Describe a discipline accomplishment that you want to share with the college community.**

Through our partnerships with Hawthorne Machinery, Caterpillar Corporation and the Engineers and General Contractors Association we were able to award grants totaling \$13,000.00 to new and returning students

**8. Are there other resources (including data) that you need to complete your discipline review and planning?**

Industry specific projections for future demands in various diesel technology related fields

**9. For programs with an external accreditation, indicate the date of the last accreditation visit and discuss recommendations and progress made on the recommendations.**

Not applicable to the Diesel Technology Program at this time.

**10. Other comments, recommendations:**

Please identify faculty and staff who participated in the development of the reviewer's planning:

Vincent Pollizzi / Sergio H. Hernandez

\_\_\_\_\_  
Department Chair/Designee Discipline Review and Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Division Dean Review and Signature

\_\_\_\_\_  
Date

**Spring 2009 Progress Report: Diesel Mechanic Technology - Page 6 of 6**

*This is the review your department or program submitted in Spring 2008. For Questions #3 and #4 on this form, please provide a progress or status report on the plans you identified last year. For each item, type your progress report in the right column titled, Progress-2008-09. Also, please list the faculty and staff who participate in this progress report. Forward (1) a hard copy to Instructional Services for review by IPC and (2) an electronic copy to [jdecker@palomar.edu](mailto:jdecker@palomar.edu) no later than 3/2/2009*

**Please identify faculty and staff who participated in the development of the reviewer's progress/status report -  
Input Names Here:**

---

---

**Department Chair/Designee Discipline Review and Signature**

**Date**

---

**Division Dean Review and Signature**

**Date**