

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: International Business

Instructional Discipline Reviewed

2007-08

1. 3-year trend of quantitative data

	Fall 2004	Fall 2005	Fall 2006	Definitions
Enrollment at Census	45	37	49	<i>Self Explanatory</i>
Census Enrollment Load %	56.25%	33.04%	34.03%	Enrollment at Census Divided By Sum of Caps (aka "Seats")
WSCH	135	111	147	Weekly Student Contact Hours
FTEF	4.50	3.70	4.90	One Full-Time Equivalent Student = 30 WSCH
Total FTEF	0.40	0.60	0.80	Total Full-Time Equivalent Faculty
WSCH/FTEF	338	185	184	WSCH Generated per Full-Time Equivalent Faculty Member
Full-time FTEF	0.40	0.40	0.40	FTEF from Contract Faculty
Hourly FTEF	-	0.20	0.40	FTEF from Hourly Faculty
Overload FTEF	-	-	-	FTEF from Contract Faculty Overload
Part-Time FTEF	-	0.20	0.40	Hourly FTEF + Overload FTEF
Part-Time FTEF %	-	33.33%	50.00%	Percent of Total FTEF Taught By Part-Time Faculty
Retention Rate	86.36%	96.67%	81.40%	Non-W Grades (A,B,C,CR,D,F,FW,NC) Divided By A,B,C,CR,D,F,FW,NC,W Grades
Success Rate	77.27%	80.00%	62.79%	A,B,C,CR Grades Divided By A,B,C,CR,D,F,FW,NC,W Grades
Degrees Awarded	2	-	2	Total number of Degrees awarded for the Full Academic Year
Certificates Awarded:	2	-	2	Total number of Certificates awarded for the Full Academic Year
- Under 18 Units	-	-	-	Total number of Certificates awarded for the Full Academic Year
- 18 or More Units	2	-	2	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.

The International Business Program has maintained relatively stability. As is indicated by the above data, one can determine that there was some growth in FTEF and WSCH from Fall 2004 to Fall 2006. However, to generate the growth we incorporated more class sections in the discipline's schedule. This required the hiring of more part-time faculty. The current contract faculty member continued to maintain her 80% contract load in the discipline. There was an attempt to offer online class sections in this discipline; however, it was determined that very little additional enrollment was generated with the online component, and some people believed that the online sections cannibalized the traditional class section enrollments.

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

PLAN – 2007-08	Progress – 2008-09
<p>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.)</p>	<p>The discipline currently offers an A.A. Degree or Certificate of Achievement in International Business. We will be reviewing the A.A. and certificate and will articulate with CSU and UC upon completion. A new Certificate of Proficiency is currently under development and should be initiated by Fall of 2009.</p>
<p>b. Class scheduling (consider enrollment trends, growth, course rotation, comprehensiveness, etc.)</p>	<p>Current classes are insufficient to meet the needs of students. This issue will be addressed after a curriculum review has been completed.</p>

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

PLAN – 2007-08	Progress – 2008-09
a. Equipment/Technology – block grant funds, VTEA, other resources, etc.	This program requires the continual updating of maps as the complexion of the world assumes new political and cultural dimensions.
b. Budget – budget development process, one-time funds, grants, etc.	The discipline would desire to have approximately \$600 annual budget to support the updated maps demanded within the program.
c. Facilities – schedule maintenance needs, additional classrooms/labs due to growth, remodeling, etc.	The discipline has no need for new facilities so long as the new multi-discipline building will be available in Fall 2010 to support the program.
d. Faculty position(s) – faculty priority process and projected full-time needs for 1 – 3 years	The current full-time contract staff member appears to be able to accommodate the enrollment trends for this discipline. The periodic addition of between 20-40% of a FTEF to staff the two or three additional sections will continue to be mandatory.
e. Staff position(s) – changes in instructional or support needs due to program growth, new technology, etc.	The enrollment appears to be stable for the immediate future, and, thus, will require no changes in instructional support or technology needs.
f. Other	

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

This discipline has as one of its primary goals the development of student awareness concerning the differences of cultures, religions, and the ways that cultural and religious differences exert a pervasive influence on all business functions. In the process of this type of student learning, our discipline is advancing the strategic Palomar goal of “celebrating diversity in people, philosophies, cultures, beliefs, programs and learning environments.”

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.

The student will be able to identify the forces interacting within the domestic, foreign and international environments that are controllable, as well as uncontrollable within which global business must operate. This will be assessed by requiring that students develop a project whereby a business of their choice is located in an international locale and must attempt to operate in a specified global community. The student will identify the internal and external risks and provide a strategy to meet the identified challenges with which the business endeavor is confronted.

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

The student must recognize that the trend is toward a global enterprise that differs from yesteryears' multinational corporation. The economies of manufacturing scale no longer drive international business. It is now usually more appropriate for smaller subsidiary manufacturing plants to develop the final product for its country's market for many products. A students' ability to measurably assess when to use subsidiary local manufacturing facilities as opposed to mass production plants has so many complicated, component considerations, it is an impossible task to adequately measure.

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

This discipline has placed a number of its students in the international business community – not only here in the Americas, but also in the Orient and throughout the world.

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

No.

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.

10. Other comments, recommendations:

It is important for all members of the college community to recognize that now more than ever we are all interacting and operating socially, as well as in our business environment in a global arena.

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

Albie Armistead

David Forsyth,

Business Administration Professor

Business Administration Professor

Department Chair/Designee Discipline Review and Signature

Date

Division Dean Review and Signature

Date

* By no later than 2/14/08, forward a hard copy to Instructional Services for review by IPC.

* Also, by no later than 2/14/08, forward an electronic copy to Institutional Research and Planning.