

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 idecker@palomar.edu no later than 3/05/2010.

Department Life Science	Department Priority # 3	<input type="checkbox"/> No funding/resources are being requested
Program/Discipline: Microbiology	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): All lab sections are filled to capacity.					
*3.a/b. Describe your goal (priority) based on data analysis from the PRP: The intensive microscope usage in microbiology from multiple sections of full capacity labs will result in damage to these instruments if they do not receive regular maintenance. Regular maintenance each year will keep these microscopes functional, enhance the overall laboratory experience and prevent their premature degradation. This would be a shame after the large initial investment that Palomar has made in these microscopes. Micropipettes are used for manipulation of small quantities of fluid in bacterial DNA studies. Currently, we have only a few that serve the size 20 – 200 uL. We need more so that all students in a section can pipet solutions and perform experiments. The pipettes can also be used for other biology labs that work with DNA experiments, such as BIO 200.					
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)	20 Micropipettes: 20 - 200 uL size (\$190 each)		\$ 3,800	\$ 3,800	\$
*4.b. Budget for 5000s – Printing, maintenance agreements, software license, accreditation fees, etc.	Microscope maintenance agreement	5	\$ 2,000/lab x 2 labs		\$ 4,000
*4.c. Facilities					
*4.d. Faculty position					
*4.e. Classified staff position (contract)					
*4.e. Classified staff position (hourly)					
			TOTAL 7,800.00		

How will you evaluate whether or not you have met your goal/priority with the requested resources?
Course SLO #2 specifically addresses laboratory skills. Students will individually use the requested micropipettes rather than watching a

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single member of a larger group use the tool.

What evidence will you provide to reflect the impact these resources had on student learning?
SLO #2 Demonstrate a practical knowledge of techniques used routinely in controlling, culturing, isolating, and characterizing bacteria. Once this SLO is evaluated the evidence will be clear.

<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>Course(s) & SLO(s) addressed by this priority: http://www.curricunet.com/Palomar/</p> <p>SLO #2 Demonstrate a practical knowledge of techniques used routinely in controlling, culturing, isolating, and characterizing bacteria.</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>
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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?

Individuals completing this Program Review and Planning Supplemental document:

Name(s):	Signatures:	Date:
Gary Alderson		
Lesley Williams		
Ralph Ferges, Department Chair		

*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