ANNUAL PROGRAM REVIEW TEMPLATE for 2016-2017 Instructional Support and Other Units

Includes: Instructional Services Office, Division Dean's Offices, Occupational & Noncredit Administrative Office, Workforce and Community Development and Extended Education (Centers and Site Operations), KKSM, PCTV, Library, Telescope, Boehm Gallery, Academic Technology, Tutoring, Planetarium, Service Learning, Wellness Center, Women's Studies, STEM Center, Teaching & Learning Center, etc.

BASIC PROGRAM INFORMATION

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.

Service Area:	Planetarium	
Department Na	me: Earth, Space, and Aviation Sciences	
Division Name:	MNH&S	
Please list all part	ticipants in this Program Review :	
	Name	Position
Mark Lane		Planetarium Director
Scott Kardel		Assistant Planetarium Director
Number of Full	Time Staff: 2	Number of Part Time Staff: 0
	lassified positions (and their FTE) that suppo	ort this discipline:
ESAS Departmen	nt ADA (20%), Instructional Assistant IV (10%)	
What additiona	I hourly staff support this discipline and/or o	lepartment:
5 temporary emp	ployees	
What are very	invited Aven Outromes (SAO)3	
N/A	service Area Outcomes (SAO)?	
IN/A		
Summarize you	r Service Area Outcomes (SAO) results from	last year and your implemented or planned follow-up:
N/A		
Summariza vou	r nlanned Service Area Outcomes (SAO) asse	essment activities for the current academic year:
N/A	i planifed Jervice Area Outcomes (JAO) asse	assiment activities for the current academic year.

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SECTION 2: PROGRAM GOALS

Completed

Ongoing

(•)

No Longer a Goal

2A. Progress on Previous Year's Goals: Please list goals from the previous year's reviews and provide an update by checking the appropriate status box .

Hire a permanent part-time staff member for the planetarium.

Tille a permanent part-time stan member for the planetandin.			\cup	
Learn more of the features of Digistar operating software.	0	•	0	
Host more public speaking events.	0	•	0	
Work to keep attendance numbers high	0	•	0	
Upgrade our software from Digistar 4 to Digistar 5	•	\circ	0	
2B. New Goals: Please list all goals for this three-year planning	·	ontinued from previou	s planning cycle):	
	DAL #1	1. 1	andha alamata 2 m	
Goal	•	Hire a permanent part-time staff member for the planetarium.		
Strategies for implementation	Work with Administra	Work with Administration on this goal		
Timeline for Implementation	ASAP			
Outcome(s) expected (qualitative/quantitative)	Stability for my temp	orary employee curre	ntly doing the job.	
GC	OAL #2			
Goal	Learn more of the fea	atures of Digistar opera	ating software.	
Strategies for implementation	Included as part of M	Included as part of Mark Lane's Fall 2017 sabbatical.		
Timeline for Implementation	Ongoing	Ongoing		
Outcome(s) expected (qualitative/quantitative) Better quality preser		tations in the planetar	ium.	
GC	OAL #3			
Goal	Host more public speaking events.			
Strategies for implementation	Seek out potential speakers.			
imeline for Implementation Ongoing				
Outcome(s) expected (qualitative/quantitative) Increased attendance and ex		e and exposure for the	planetarium.	

Department Chair/ Designee Signature:	Date:
Division Dean Signature:	Date:
Vice President Signature:	Date: