

Program Review & Planning (PRP)

PART 1: BASIC PROGRAM INFORMATION

Program Review is a self-study of your discipline. It is about documenting the plans you have for improving student success in your program and sharing that information with the college community. Through the review of and reflection on key program elements, program review and planning identifies program strengths as well as strategies necessary to improve the academic discipline, program, or service to support student success. With that in mind, please answer the following questions:

Discipline Name:	Dennis C. Lutz
Department Name:	Construction Inspection
Division Name:	CTEE

Please list all participants in this Program Review:

Name	Position
Dennis C. Lutz	Department Chairperson, Professor

Number of Full Time faculty	0	Number of Part Time Faculty	4-5
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Please list the Classified positions (and their FTE) that support this discipline:

One full time ADA serving the Design and Manufacturing Department

What additional hourly staff support this discipline and/or department:

None

Discipline mission statement ([click here for information on how to create a mission statement](#)):

The Construction Inspection program focuses on fostering a learning environment for the preparation of men and women who desire to enter the construction trade industry as an inspector. The program provides students with the knowledge and skills necessary to gain employment as a certified inspector.

List any new degrees and certificates offered within this discipline since your last comprehensive review:

Nothing new

Discipline Level Data: <https://sharepoint2.palomar.edu/sites/IRPA/SitePages/PRP%20Summary%20Source.aspx>

PART 2: PROGRAM REFLECTION

1. Program Analysis:

Reflect upon and provide an analysis of your summary data.

1. This program was never a large program and has never had a full time instructor. This was originally started in the architecture department to introduce students to the building codes. Over time the architecture instructors had no desire to teach building codes and it was developed in the construction inspection classes and certificate of today by another division in CTEE area.
2. This discipline caters to the working professional who wants to update their skills in the latest codes. Entry level students are also motivated and see the potential of employment. As a result the success rate is at 97% this year, up from an average of 86%. The retention is an outstanding 96-100%.

2. Standards:

ACCJC requires that colleges establish institutional and program level standards in the area of course success rates. These standards represent the lowest success rate (% A, B, C, or Credit) deemed acceptable by the College. In other words, if you were to notice a drop below the rate, you would seek further information to examine why the drop occurred and strategies to address the rate.

Discipline Level Course Success Rate:

- A. The College's institutional standard for course success rate is 70%.
- B. Review your discipline's course success rates over the past five years.
- C. Identify the minimum acceptable course success rate for your discipline. When setting this rate, consider the level of curriculum (e.g., basic skills, AA, Transfer) and other factors that influence success

Standard for Discipline Course Success Rate:

Well over the standard 70%

Why?

Students are very motivated to get certified and usually are already in the construction industry.

3. Program Update:

Describe your proudest moments or achievements related to student success and outcomes.

We had very good advisory committee meeting. We discussed moving all of the classes to distance learning to pull in potential students from out of the area. During another meeting we had a discussion with a faculty on changing the focus of the courses to meet the needs of builders and large development companies. This is a current discussion that will need resolution before making any changes to the program.

4. Program Improvement:

What areas or activities are you working on this year to improve your program? Please respond to new data as well as feedback from last year's program review.

All of the classes are now approved for distance learning. This program needs marketing to reach students, and if we can tap into the "Professional Development" of the construction industry, this should be a viable program that can generate FTES when all of the classes are offered on line.

5. Unanticipated Factors:

Have there been any unanticipated factors that have affected the progress of your previous plan?

None right now, we did cancel all of the Spring 2018 CI classes (All were face-face) to step back and take a look at things, and organize for all online classes for Fall 2018.

6. SLOACs:

Describe your course and program SLO activities this past year. How have you used the results of your assessments to improve your courses and programs? Refer to the SLO/PRP report – <https://outcomes.palomar.edu:8443/tracdat/>

All of the SLO's are up to date, but assessments have not been done. Without a full time instructor there is no one to take charge of the discipline to ensure the SLOs are assessed and entered into the system.

PART 3: PROGRAM GOALS

1. Progress on Previous Year's Goals: Please list discipline goals from the previous year's reviews and provide an update by placing an "X" the appropriate status box .

Goal	Completed	Ongoing	No longer a goal
Move all classes to distance learning	Yes		
Train instructors to teach distance learning classes		Ongoing	

2. New Discipline Goals: Please list all discipline goals for this three-year planning cycle (including those continued from previous planning cycle):

Goal #1	
Program or discipline goal	Marketing to access out of area students to the program
Strategies for implementation	Produce video and utilize social media to recruit students
Timeline for implementation	Spring and summer 2018 for fall 2018 classes
Outcome(s) expected (qualitative/quantitative)	Increased enrollment enough to sustain program
Goal #2	
Program or discipline goal	Review the curriculum to see if it is viable for the local economy/workforce.
Strategies for implementation	Meet with faculty and advisory board members

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Timeline for implementation	Spring 2018 (February or March)
Outcome(s) expected (qualitative/quantitative)	Decision on curriculum
Goal #3	
Program or discipline goal	
Strategies for implementation	
Timeline for implementation	
Outcome(s) expected (qualitative/quantitative)	

PART 4: FEEDBACK AND FOLLOW-UP

This section is for confirming completion and providing feedback.

Confirmation of Completion by Department Chair

Department Chair	Dennis C. Lutz
Date	11/11/17

***Please email your Dean to inform them that the PRP has been completed and is ready for their review**

Reviewed by Dean

Reviewer(s)	Margie Fritch
Date	11/13/17

1. Strengths and successes of the discipline as evidenced by the data and analysis:

Adjunct faculty want this program to succeed but not sure what the curriculum should look like.

2. Areas of Concern, if any:

Low enrollment yet the labor market is good for construction inspectors.

3. Recommendations for improvement:

Review curriculum and develop marketing plan for the program to include video and social media strategies.

***Please email your VP to inform them that the PRP has been completed and is ready for their review**

Reviewed by Vice President

Reviewer(s)	Jack S. Kahn, Ph.D.
Date	1/14/18

1. Strengths and successes of the discipline as evidenced by the data and analysis:

1. Retention and success rates are amazing

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2. Some good basic information here
3. Very useful program with a lot of potential

2. Areas of Concern, if any:

- a. I'd love more ideas about how to reach students for these classes- they often aren't full and/or cancel- I think it's more an issue of advertising but I'm open to learning-- will be sending an email soon to a couple colleagues to see if they have ideas (keep an eye out for it- next couple weeks)
- b. The PRP is a bit spare but I think it's a function of its size and need to address goals and issues mentioned.

3. Recommendations for improvement: