PALOMAR COLLEGE®
Learning for Success

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:	Water Technology & Waste Water Technology
Department Name:	Trades and Industry
Division Name:	CTEE

Please list all participants in this Program Review:

Name	Position
Kevin Powers	Full-time Faculty; Welding

Number of Full Time faculty	0	**Number of Part Time Faculty**	13

Please list the Classified positions (and their FTE) that support this discipline:

Shared Academic Department Assistant

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 mission of the Water and Wastewater Technology Program is to educate and prepare students to be Water and Wastewater treatment operators by providing the key knowledge and skills necessary to become effective operators in water and wastewater systems. We provide training for our students to not only pass the state certification exams required for this profession, but to also learn from real life successful operators on how to excel in their careers.

List any new degrees and certificates offered within this discipline since your last comprehensive review:
No additional degrees are being provided. Certifications required in the field are administered by the state.

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.
The last two years the enrollment is at 69-70% full. This is based on room cap of 42 seats. This is fine for the lecture classes, but some have the lab component and it gets very tight. Right now some of the labs are outside and we need an overhead cover and lighting.

	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016	Definitions
Enrollment At Census	459	367	364	420	346	284	Sum of Census Day Enrollments from all Components (Lec, Lab, Cln, etc.
Seats	466	466	516	474	474	404	Sum of Enrollmnent Caps (a.k.a. "Seats") from All Components (Lec, Lab, Cln, etc.)
Fill Rate	98.50%	78.76%	70.54%	88.61%	73.00%	70.30%	Enrollment at Census Divided by Total Seats
WSCH	1,218.55	996.60	967.80	1,089.00	910.60	829.90	Weekly Student Contact Hours
FTES	40.62	33.22	32.26	36.30	30.35	26.40	One Full-Time Equivalent Student = 30 WSCH
Total FTEF	1.65	1.65	1.65	1.50	1.50	1.30	Total Full-Time Equivalent Faculty
WSCH/FTEF	738.52	604.00	586.55	726.00	607.07	638.38	WSCH Generated per Full-Time Equivalent Faculty Member
Full-Time FTEF	0.00	0.00	0.00	0.00	0.00	0.00	FTEF from Contract Faculty
Hourly FTEF	1.65	1.65	1.65	1.50	1.50	1.30	FTEF from Hourly Faculty
Overload FTEF	0.00	0.00	0.00	0.00	0.00	0.00	FTEF from Contract Faculty Overload
Part-Time FTEF	1.65	1.65	1.65	1.50	1.50	1.30	Hourly FTEF + Overload FTEF
Part-Time /Total FTEF %	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	Percent of Total FTEF Taught By Part-Time Faculty

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:	**75%**
Why?	
The average success rate over the last 4 years has been 81.17%.	

Non Distance Education Courses	Fall 2011	Fall 2012	Fall 2013	Fall 2014	Fall 2015	Fall 2016
Success Rate	82.2%	83.2%	78.6%	81.9%	87.0%	77.2%
Retention Rate	92.9%	93.9%	91.2%	94.8%	97.5%	96.1%
Total Success Rate	82.2%	83.2%	78.6%	81.9%	87.0%	77.2%
Total Retention Rate	92.9%	93.9%	91.2%	94.8%	97.5%	96.1%

3. Program Update:

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

Seeing students become successful in the industry or to identify how much they learned from a course to help them in their educational and career goals. Job placement is excellent in this program so being able to be a solution to the workforce needs in this industry is a great accomplishment.

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.

Designing a remodel of the laboratory which will allow more space in the lab and storage inside the lab rather than using a conex box or external storage building. Also working on marketing the program. Developing a video and ancillary printed materials. In addition, the website was updated with current information and photos.

5. Unanticipated Factors:

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

The program has moved recently to trade and industry, so there is new administrative support. There is some time needed to familiarize part time staff with the new support staff. The program will be moving to the classroom space next door to the current lab so that the welding program expansion can be implemented. This new laboratory space will enhance instructional quality and the student experience and success..

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/

Meeting and staying on track with our SLO's goals

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
Revise Curriculum to improve program		X	

Improve coordination among courses and perform a review of Instructors		X	
Improve the water lab outside area by providing a cover and lights		X	

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	Fund a Full-time Faculty position
Strategies for implementation	Work with administration to implement plan.
Timeline for implementation	As soon as possible
Outcome(s) expected (qualitative/quantitative)	Improve the overall quality of the program.

Goal #2	
Program or discipline goal	Complete the design of the remodel of the laboratory
Strategies for implementation	Work with adjunct faculty and architects
Timeline for implementation	Summer or fall 2018
Outcome(s) expected (qualitative/quantitative)	Larger and better laboratory space.

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	Anthony Fedon
Date	11-16-2017

*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	11/09/17

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

Won a STAR award through the state Chancellor's Office. Excellent adjunct faculty with strong ties to industry. Formal internship program through the advisory board.

2. Areas of Concern, if any:

No full time faculty to champion the program and market for outreach and recruitment.

3. Recommendations for improvement:

Hire a full time faculty and market the program.

*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. Good presentation of fill rate data but - Actually 70% full isn't fine from the colleges perspective – its more of a concern
2. Success rates are very impressive- what do you attribute it to?
3. Some good basic overview here but brief - could use some more depth.

2. Areas of Concern, if any:

a. SLo section is incomplete.
b. Again a bit brief

3. Recommendations for improvement: