

# 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:

<b>Discipline Name:</b>	Denise Rudy
<b>Department Name:</b>	Dental Assisting
<b>Division Name:</b>	MNHS

Please list all participants in this Program Review:

Name	Position
Adelina Acevedo	faculty
Michelle Tucker	staff

<b>Number of Full Time faculty</b>	2	<b>Number of Part Time Faculty</b>	3
------------------------------------	---	------------------------------------	---

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

ADA

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

Temporary short-term hourly for fall 2017 semester

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

In addition to the philosophy of Palomar College, the Mission Statement of the Registered Dental Assisting Program is to provide the community with Registered Dental Assistants who are capable of working with the dental team to attain the shared goal of providing the best possible care for their patients and abide by ethical principles of the Dental Assisting profession. The Registered Dental Assisting Program is committed to giving students opportunities to gain knowledge and develop skills while utilizing critical thinking as an integral part of the process as well.

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

no

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.

Success rate is a bit higher than last year and enrollment and retention rates are the same which meet goals..

### 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:

70 percent

Why?

Same as institutional rate

### 3. Program Update:

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

A 92.5% retention rate is very good

### 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.

The flawed Registered Dental Assisting practical exam has been abolished, so the department expects most all of the Palomar graduates to gain the RDA license upon graduation. This was a huge problem since 2014 because graduate's RDA pass rates were low. The department is working to ensure students are prepared to take both the written exams.

### 5. Unanticipated Factors:

Have there been any unanticipated factors that have affected the progress of your previous plan? No

## 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/>**

During the 2016-17 year all course and program SLO's were assessed and results posted. The SLO goals were met and the Program goals were met with the exception of the pass rates on the state exam. This will be reassessed and updated this semester.

## 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
Higher pass rates on the state RDA exam (state not providing data at this time)		X	
Higher wages for graduates	Wages increased		
Hybrid course (course is in final revision phase)		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	Higher pass rates on the RDA exam
Strategies for implementation	More review for state exams
Timeline for implementation	Spring 2018
Outcome(s) expected (qualitative/quantitative)	70% or better pass rates for state exams
Goal #2	
Program or discipline goal	Writing of the CODA accreditation self study
Strategies for implementation	Director has 80% release time to work on study with an assistant
Timeline for implementation	Must be completed by mid fall semester 2018
Outcome(s) expected (qualitative/quantitative)	self -study with no recommendations
Goal #3	
Program or discipline goal	Launch the first hybrid course for DA 85

## ANNUAL PROGRAM REVIEW AND PLANNING

<b>Strategies for implementation</b>	Course is being reviewed during the 2017-18 year
<b>Timeline for implementation</b>	Launched in curricunet fall 2018
<b>Outcome(s) expected (qualitative/quantitative)</b>	Course offered spring semester 2019

#### PART 4: FEEDBACK AND FOLLOW-UP

This section is for confirming completion and providing feedback.

#### Confirmation of Completion by Department Chair

<b>Department Chair</b>	Denise Rudy
<b>Date</b>	10/12/2017

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

#### Reviewed by Dean

<b>Reviewer(s)</b>	Margie Fritch
<b>Date</b>	March 13, 2018

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

Student success rate is great.

#### 2. Areas of Concern, if any:

Review needs more detail and evidence.

#### 3. Recommendations for improvement:

More thorough analysis and documentation of program effectiveness.

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

#### Reviewed by Vice President

<b>Reviewer(s)</b>	Jack S. Kahn, Ph.D.
<b>Date</b>	1/18/18

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

1. Good start but much too brief – even for an annual review

#### 2. Areas of Concern, if any:

- a. List actual enrollment info, fill rates, efficiency etc.
- b. 92.5 success is great! List in section above
- c. SLO section is incomplete - see rubric

**3. Recommendations for improvement:**

Incomplete- too brief for a review