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:	Public Works Management
Department Name:	Trade & Industry
Division Name:	Career Technical and Extended Education

Please list all participants in this Program Review:

Name	Position
Kevin Powers	Welding faculty

Number of Full Time faculty	0	**Number of Part Time Faculty**	3

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

What additional hourly staff support this discipline and/or department:
0

Discipline mission statement (click here for information on how to create a mission statement):
The Public Works Management program provides an overview for field personnel of basic elements in the public works industry and introduces students to administrative responsibilities and planning. This program prepares field personnel for lead worker positions in both public works and utility agencies.

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

NA

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

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PART 2: PROGRAM REFLECTION

1. Program Analysis:

Reflect upon and provide an analysis of your summary data.

This is a small program that previously was housed in the Occupational and Noncredit program area. Last spring it was moved into the Trades & Industry department in the hopes that being in an academic department with Chair leadership that the program would grow significantly because the LMI is strong for this field. The current data suggests that enrollment is suffering as evidenced by a 40% fill rate with a 306 efficiency level. Student complaints focus around the availability of classes to complete their certificate. However, with such low fill rates the classes have been cancelled.

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%

Why?

Over the last 5 years the average success rate was just under 70% so the program has set their level at the college success rate level of 70%. The previous year the success rate was 88% so the hope is that with better marketing and outreach students will understand the value of these courses and program in their career development and will succeed at a higher level.

3. Program Update:

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

Students in this program have a strong likelihood of promotion within the company they are employed. Many of the employers offer tuition reimbursement for their workers to attend these classes and receive the certificate.

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 program will no longer offer the level I course sequence but will offer the level II because all the courses in the level I are included in the level II and the industry advisory board wants the college to focus on this level because the skills and education needed for positions in this industry warrant this change of focus.

5. Unanticipated Factors:

Have there been any unanticipated factors that have affected the progress of your previous plan?
The program relocation out of Occupation and Noncredit caused some confusion but that has all been dealt with and the industry partners are helping with outreach and recruitment so students know how to find the program and enroll.

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/
There is no current data for SLOs in the system because there is no full time faculty and this program has been neglected. When the new Dean started in July of 2016 the program was in the system scheduled for deactivation. The industry representatives met with the Dean and asked that the program continue and they would assist the college in making this happen. The Dean has been working with an industry representative on curriculum changes and recruitment and outreach. More changes will be moving forward.

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

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	Research option of deactivating program due to low enrollment and offering the courses through fee-based not-for-credit.
Strategies for implementation	Dean and Chair to meet with industry partners to determine viability of this option.
Timeline for implementation	Fall 2018 and Spring 2019
Outcome(s) expected (qualitative/quantitative)	Decision on how to offer this training to the community.
Goal #2	

Program or discipline goal	Create a marketing plan for the program
Strategies for implementation	Work with industry to create marketing materials including a video
Timeline for implementation	Spring 2018
Outcome(s) expected (qualitative/quantitative)	Marketing plan for recruitment into either the credit program or the fee-based not-for-credit offerings.

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	11-15-17

*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	November 16, 2017

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

Labor market is strong for individuals with the skills sets associated with the program courses.

2. Areas of Concern, if any:

Low enrollment.

3. Recommendations for improvement:

Research option for offering as not-for-credit classes.

*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. Program analysis is succinct and includes the raw data
2. This program does need revamping and orientation
3. If we deactivate we wont need marketing obviously
4. Don't get much of a sense of this program from the report but it seems to be due to it being small and in-flux

2. Areas of Concern, if any:

See above

3. Recommendations for improvement: