



Program Review and Planning

OVERVIEW OF PROGRAM REVIEW AND PLANNING FOR INSTRUCTIONAL PROGRAMS

Program Review is about documenting the plans you have for improving student success in your program and sharing that information with the 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 our new Guided Pathways plan, this review becomes even more crucial for the success of our students and college.

[We are using the Strengths, Opportunities, Aspirations, Results \(SOAR\) strategic planning technique to help us focus on our current strengths and opportunities, create a vision of future aspirations, and consider the results of this approach.](#)

BASIC PROGRAM INFORMATION

Academic Year
2018-2019

Are you completing a comprehensive or annual PRP?
Annual

Department Name
Trade and Industry

Discipline Name
Public Works Management (PWM)

Department Chair Name
Anthony Fedon

Division Name
Career, Technical and Extended Education

Website address for your discipline
<https://www2.palomar.edu/pages/ti/public-works-management/>

Discipline 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.

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

Does your discipline have at least one degree or certificate associated with it?
Yes

Are any of your programs vocational (CTE/CE)?
Yes

List all degrees and certificates offered within this discipline.

A.S Degree and Certificate of Achievement in Public Works Management Level II

Please list the names and positions of everyone who helped to complete this document.

Anthony Fedon

Full-time faculty (FTEF)

0

Part-time faculty (FTEF)

4

Classified & other staff positions that support this discipline

ADA shared with Trade and Industry Programs Anel Gonzalez.

Additional hourly staff that support this discipline and/or department

PROGRAM INFORMATION

PROGRAM OUTCOMES

Begin this section by reviewing the Program Review reports for courses and programs in TracDat. All active course and program outcomes should be systematically assessed over a 3-year cycle.

- **Program** = Leads to a degree or certificate
- **Discipline** = A group of courses within a discipline

*Programs will be able to complete program completion and outcome questions.

How well do your program's learning outcomes communicate the scope and depth of the degree/certificate offered and align with employer and transfer expectations?

All of our adjunct instructors are in the Public Works business and our SLO's reflect the needed skills necessary to compete and attain gainful employment in the field. The Public Works Industry is needing new employees and we have the necessary classes to enter into the industry as entry level, up to the advanced classes for the currently employed. There are no transfer expectations at this point, however we are discussing with our industry partners and CSUSM to see if there is a need.

Describe your program's plan for assessing program learning outcomes.

Learning outcomes are reviewed annually for updates and to verify the outcomes we have planned for. We have an SLO coordinator that is building a schedule to review our SLO's on a regular basis and Kevin should be discussing at our next department meeting April 30th.

Summarize the major findings of your program outcomes assessments.

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. Our classes are providing the necessary skills to enter the industry, maintain certifications in the industry, and provide the advanced training so those in the field currently can gain the necessary training/skills to advance.

Depending on the degree or transfer goals of our students, they have the choice of three different GE pathways:

- [Associate Degree GE Requirements](#)
- [CSU GE Requirements](#)

- [IGETC Requirements](#)

Palomar College has identified a set of General Education/Institutional Learning Outcomes, which represent the overall set of abilities and qualities a student graduating from Palomar should possess. [Click here for a link to Palomar's GE/ILOs.](#)

PROGRAM COMPLETIONS

Student success is at the core of what we do in assisting students in achieving their goals.

The Chancellor's Office Vision for Success stresses the importance of Program Completion as a major goal for our students. In addition, transfer and career readiness are key components of Palomar College's mission statement. This year, our funding formula has also changed reflecting this emphasis, providing additional funding as a function of the number of completions.

In this section we will identify a program standard and a stretch goal (what you would like to move toward) for program completions.

The standards represent the lowest number of program completions deemed acceptable by the College. In other words, if you were to notice a drop below the set standard, you would seek further information to examine why this occurred and strategies to increase completions.

In this section we will identify a program standard and a stretch goal (what you would like to move toward) for programs.

List the number of completions for each degree/certificate for the previous year.

0 degrees
2 certificates

Have your program completions Increased, decreased, or stayed the same over the last 5 years? Decreased

What factors have influenced your completion trends?

lack of enrollment, lack of focus for this program, online program without any full time lead instructor. WE have moved to a fully online program with the last class being transcribed into a distance ed class. When this is complete, we can compete up and down California with a full on line AS/Certificate program.

The Chancellor's Office Vision for Success stresses the importance of reducing equity gaps through faster improvements of underrepresented groups.

ACCJC also requires that colleges establish institutional and program level standards in the area of success rates. These standards represent the lowest success rate 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.

[Click on this link to review the course success rates \(A, B, C, or Credit\) for your discipline.](#)

In this section we will identify a course success rate standards and a stretch goal (what you would like to move toward) for programs.

Course Success Rates by gender, age, ethnicity, special population, location, and modality (You can

access the Student Equity Plan on the SSEC website <https://www2.palomar.edu/pages/ssec/>)

COURSE INFORMATION

COURSE SUCCESS AND RETENTION

What is your program's standard for Discipline COURSE Success Rate?

70.0%

Why did you choose this standard?

We are still trying to meet the Palomar College Standard

What is your Stretch goal for COURSE success rates?

75.0%

How did you decide upon the goal?

5% better is all I can commit to at this time.

COURSE OUTCOMES

How have you improved course-level assessment methods since the last PRP?

None have been improved to my knowledge. We are going to an annual schedule to review. We are getting that information from Kevin Powers our SLO coordinator on April 30th during our department meeting.

Summarize the major findings of your course outcomes assessments.

They will be updated this year.

This section is intentionally blank for annual PRPs. Please click "Next" to continue.

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Program Goals

In the previous sections, you identified opportunities for improvement. Using these opportunities, develop 3-year [SMART goals](#) for your department. Goals should be Specific, Measurable, Attainable, Relevant, Time-Specific. Ensure your goals align with the mission of your department and/or [the College's strategic plan](#).

Please list all discipline goals for this three-year planning cycle. [Click here for previous PRPs and goal information.](#)

Goals

Goal 1

Brief Description

Get the program all on-line or distance ed

Is this a new or existing goal?

Existing

Goal Status

Ongoing

How will you complete this goal?

have one more class written and bring back one class that was archived. Parks and Recreation is getting reactivated. By Fall 20

Outcome(s) expected (qualitative/quantitative)

20 - 30 awards per year vs 2 from the last year.

How does this goal align with your department mission statement, the college strategic plan, and /or Guided Pathways?

doing more with less! go paperless and online

Expected Goal Completion Date

9/1/2020

STAFFING AND RESOURCE NEEDS

Instructions

1. Refer to [Strategic Plan](#).
2. See [Data](#).
3. See career info (In PRP)

Are you requesting additional full-time faculty?

No

Are you requesting additional Staff, CAST or AA?

No