Program Review and Planning 2019-2020

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
2019-2020

Are you completing a comprehensive or annual PRP?
Annual

Department Name
Trade and Industry

Discipline Name
Automotive Technology (AT)

Department Chair Name
Anthony Fedon

Division Name
Career, Technical and Extended Education

Website address for your discipline
https://www2.palomar.edu/pages/at/

Discipline Mission statement
The Mission of the Palomar Automotive Technology Department is to foster a safe learning environment for the

preparation of men and women for potential career paths as an automotive technician, service advisor, manager, parts

person, auto body technician, claims adjuster, or other related jobs in the automotive industry. Palomar College is using

state-of- the-art equipment to provide students with the knowledge and skills necessary to gain entry-level technician

employment in the ever-changing Automotive Repair Industry.

(click here for information on how to create a mission statement)

Does your discipline have at least one degree or   **Are any of your programs vocational (CTE/CE)?**

certificate associated with it?   No
Yes

List all degrees and certificates offered within this discipline.
Associate in Science Degrees -

Auto Chassis and Drive Lines

Electronic Tune Up and Computer Control Systems

Mechanics - General

Certificates of Achievement -

Auto Chassis and Drivelines

Electronic Tune Up and Computer Control Systems

Mechanics - General

Please list the names and positions of everyone who helped to complete this document.
Anthony Fedon - Full time faculty
Steve Bertram-Full time faculty

Full-time faculty (FTEF)   **Part-time faculty (FTEF)**
2   6

Classified & other staff positions that support this discipline
Zachary Pye ISA III 1.0 FTEF shared with Diesel and Auto Body 12month

Anel Gonzalez ADA 1.0 FTEF shared with other departments 12month

Additional hourly staff that support this discipline and/or department
Emily Frady assists Anel with her ADA job in supporting Trade and Industry 20 hours

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?
We have a minimum number of good program SLOs. The ones we have reflect some of the basic skills students need for the programs. We could use more SLOs that identify specific skills students gain from

our program of study. These SLOs should be tied to the needs of the industry and are discussed at the advisory committee meeting for changes to the outcomes. The last discussion included the Hybrid vehicle training module which was decided to be included in the regular curriculm

Describe your program's plan for assessing program learning outcomes.
Students will complete a standardized examination. Students will also be observed in the lab to assess their performance. From those observations and review of the exam, other activities may be called for to reinforce the learning outcome.
The spring semester is the timeframe to review our SLO's for the program and courses.

Summarize the major findings of your program outcomes assessments.
All students pass the safety exam with a score of 90% or better. This promotes a safe learning environment where we have nearly no accidents. Students use the shop tools correctly which accounts for safe practices and no broken tools. On the normal curriculum of each course of study, each laboratory is geared to engage each student in a group activity and many of the students have skills reinforced by other students as guided by the ISA or the instructor.
All outcomes will be reviewed in spring 20 with Kevin Powers heading up the SLO review.

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.

Palomar AT Awards	2018-2019	2017-2018	2016-2017	2015-2016	2014-2015
A.S.	12	7	10	15	8

Certificates	16	15	18	8	16

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

What factors have influenced your completion trends?
Completions were about the same for 4 years (30-45) but dropped to 28 last year. More students have gained employment in the industry last year due to good economy and have not pursued training. Tow capstone classes were cancelled sp 2019 and will have low completions for this semester as well. With the cancellation this spring, we will be conducting classes next spring and will review and compare with this past spring.
Near full employment is affecting this matrix.

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?
Due to the variables of why students are taking automotive classes this affects the success rate. Part time students are
bringing down the success rate due to the student taking a needed class for his/her job and not taking to fully complete the
program, and introductory classes are a huge offering, and this just gives all students general information on the
automotive industry not just students wanting to be mechanics. These students are there just to gain the knowledge to
maintain their own vehicle.

What is your Stretch goal for COURSE success rates?
80.0%

How did you decide upon the goal?
I always want to strive for at least 10% improvement from year to year.

COURSE OUTCOMES

How have you improved course-level assessment methods since the last PRP?
None, we are revisiting this area in the spring due to the work needed for the fall.

Summarize the major findings of your course outcomes assessments.
New students to the program are lacking basic skills as a technician and will be addressing with our intro AT100 classes with review of necessary tools and usage. Safety however is being a main-stay of our department outcomes and reflects as such with no injuries of students.

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
Ford Asset Program installed in Palomar College

Is this a new or existing goal?
New

How will you complete this goal?
Currently working with Jason J. and Bruce R. to enroll students in the cooperative work experience program and put students in ford dealers

Outcome(s) expected (qualitative/quantitative)
5 for 19/20 school year
1 as of right now

How does this goal align with your department mission statement, the college strategic plan, and /or Guided Pathways?
Including industry partners to put our students to work and complete their AS of AT.

Expected Goal Completion Date
5/20/2020

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

Review

Chair Review

Chair Comments
Good Job

Chair Name	**Chair Sign Date**
anthony fedon	10/30/2019

Dean Review

Strengths and successes of the discipline as evidenced by the data and analysis:
The program has strong enrollment. If we had more lab space we could expand. LMI is strong. Students get good paying jobs when they graduate.

Areas of Concern, if any:

 Recommendations for improvement:
need to check that your programs are vocational (page 1)

Dean Name	**Dean Sign Date**
Margie Fritch	11/12/2019

IPC Review

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

Areas of Concern, if any:

Recommendations for improvement:

IPC Reviewer(s)	**IPC Review Date**

Vice President Review

Strengths and successes of the discipline as evidenced by the data and analysis:
Strong program with good outcomes. Good summary.

Areas of Concern, if any:

Recommendations for improvement:

Vice President Name	**Vice President Sign Date**
Jack S. Kahn Ph.D.	1/15/2020