



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
Design and Manufacturing Technologies

Discipline Name
Industrial Technology (IT)

Department Chair Name
Anita Talone

Division Name
Career, Technical and Extended Education

Website address for your discipline
<https://www2.palomar.edu/pages/ti/industrial-technology/>

Discipline Mission statement

In direct alignment with Palomar College's mission statement, the Industrial Technology Department is committed and focused on being the leading provider of education to influence positive change and excellence in the technical, mechanical, electrical, and industrial machining disciplines. We celebrate diversity in cultures, beliefs, abilities and needs. We foster a culture of integrity, professional practices, ethical behavior, environmental responsibility and global sustainability. Our instructors will educate, nurture, and inspire our creative-minded drafting and design students immersing them in a culture of professional practices designed to evoke passion and inspiration in the pursuit of their professional goals. Our curriculum is inclusive of individuals pursuing educational enrichment, career and technical training and re-training, certificates of achievement, associate degrees, and transfer-readiness to public schools, private schools and universities. We equip students with the skills and confidence necessary to become engaging leaders of change in society while living respectfully and responsibly in a global society.

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

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

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

Yes

List all degrees and certificates offered within this discipline.

CAD/CAM Design and Manufacturing AS Degree
CAD/CAM Design and Manufacturing Certificate

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

Michael Wright - Assistant Professor

Full-time faculty (FTEF)

1

Part-time faculty (FTEF)

2

Classified & other staff positions that support this discipline

Yesenia Gamble Zermeno, shared division ADA
1/7th of 100% of 12 months

Additional hourly staff that support this discipline and/or department

None

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?

Our outcomes were based on advisory committee recommendations, COE, and San Diego Workforce Partnership Labor Market Analysis for Advanced Manufacturing and Machining, along with site visits and interviews from area machining and manufacturing facilities.

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

Students will demonstrate techniques on a per project basis

Summarize the major findings of your program outcomes assessments.

Most students can complete projects with no help or guidance

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.

CAD/CAM Design and Manufacturing certificate of achievement = 0

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?

Lack of course options, also lack of proper catalog listing, lack of full time faculty to run 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?

85.0%

Why did you choose this standard?

Based on 2017-2018 Data which was 86%

What is your Stretch goal for COURSE success rates?

90.0%

How did you decide upon the goal?

New program courses will offer students more interactive projects keeping them engaged

COURSE OUTCOMES

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

I am new faculty and have no data or input from the last PRP

Summarize the major findings of your course outcomes assessments.

I am new faculty and have no data or input from the last course outcome assessment

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

Offer a full Machining program at Palomar

Is this a new or existing goal?

New

How will you complete this goal?

With the support of Palomar, I will build new program, add new equipment to keep in pace with the current industry, and also offer new courses to provide students with other skills needed in the Machining Industry.

Outcome(s) expected (qualitative/quantitative)

To have a full Machining program offering students an AS Degree (24 Credits) in Machining Technology In a new facility with additional equipment and adjunct instructors to assist in all the new course offerings

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

This aligns with Palomar's strategic plan of focusing on Career and Technical education to provide students with an education to obtain a career in a Middle Income wage position

Expected Goal Completion Date

8/14/2020

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

RESOURCE REQUESTS AND BUDGET ALLOCATION REVIEW

Budget Analysis: This section should be completed by department chairs by the end of September.

Are there areas in your budget where there has been a historical surplus (See three year trend)?

No

Are there processes that need to be examined to ensure we are being the most efficient with funding?

No

Are there ongoing needs in your department budget that you currently do not have the resources for?

No

Do you have non-general fund sources of funding?

No

One Time Needs

For more information about funding sources available, see [IELM BLOCK GRANT, LOTTERY PERKINS AND STRONG WORKFORCE GUIDELINES](#) (on the left menu of the web page.)

Please check with your department chair on the availability for this cycle.

Do you have one-time funding requests?

No

Review

Chair Review

Chair Comments

We love your goal and we look forward to the program being up and running. In the near future, please add at least two more goals that can be assessed next year.

Chair Name

Anita Talone and Rita Campo Griggs

Chair Sign Date

10/29/2019

Dean Review

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

There is a major shortage of machinists in our region so getting this program curriculum revised to reflect the KSAs in the field will be hugely beneficial to the region. The new FT faculty comes to Palomar with an exceptional skill set both in academic experience and corporate experience.

Areas of Concern, if any:

The name of the program should be Machining Technology and not Industrial Technology.

Recommendations for improvement:

change program name and add courses based on Regional Director of Employer Engagement Advanced Manufacturing recommendations.

Dean Name

Margie Fritch

Dean Sign Date

11/6/2019

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:

Outcome section could be more robust- interested to know how you are thinking about the program (though new of course). Please connect with Mark Bealo or Katy Farrell from outcomes to get assistance.

Areas of Concern, if any:

Recommendations for improvement:

Full machining program would be great- we will be talking.

Vice President Name

Vice President Sign Date

Jack S. Kahn Ph.D.

1/7/2020