



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
Nutrition (NUTR)

Department Chair Name
Anita Talone and Rita Campo Griggs

Division Name
Career, Technical and Extended Education

Website address for your discipline
<https://www2.palomar.edu/fcs>

Discipline Mission statement

Our mission is to enhance the well-being of all our students by providing them with the tools to demonstrate successful home management skills with an emphasis on promoting nutritional and physical health. Our program focuses on delivering a high quality education that is evidence-based, engaging, and current to prepare students for NUTR related careers, provide the coursework for transfer and general education, support lifelong learning, and improve cultural awareness.

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

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.

We offer the AS-T Nutrition. However, some of our students need to pursue the University Studies Health and Fitness or University Studies Math and Science Degrees to better meet the transfer requirements for their desired institution.

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

Solange Wasef, Associate Professor

Special note for the PT FTEF below: The number of PT FTEF reported on the Institutional Research and Planning from the 2018-2019 PRP was 2.8. The number below appears to be a reduction. However the previous data was inflated because it represented Fall, 2017 data, when the lead faculty member was on sabbatical.

Full-time faculty (FTEF)

1

Part-time faculty (FTEF)

2.2*

Classified & other staff positions that support this discipline

ADA, Yesenia Zermeno (supports entire department, not only NUTR)

of months: 12

% Workload: 100%

Additional hourly staff that support this discipline and/or department

0

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?

The program's learning outcomes communicate the scope and depth of the degree/certificate offered and align with employer and transfer expectations well. The NUTR AS-T was accepted at Palomar College in Fall, 2017, and it was based on data/research from other colleges' offerings, advisory committee input, industry job trends, and the Academy of Nutrition and Dietetics. The program outcome was based on the results of this data/research.

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

We will continue to assess each course every 3 years.

Summarize the major findings of your program outcomes assessments.

The program assessment is based on successful assessment outcomes for all the required NUTR courses as the entire cluster represents the scope and depth of the degree/certificate offered and align with employer and transfer expectations. All assessments achieved or exceeded the discipline standard, which equates to a positive program outcome assessment.

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.

The Associate in Science in Nutrition and Dietetics for Transfer Degree was approved in Fall, 2017, but there was no completion data on the Institutional Research and Planning document. NUTR has contacted to Research and Planning to determine if there is any data available. The preliminary response was that there may not have been any completions reported yet. However, it is not truly 0 as NUTR instructors know students who have transferred and pursued a BS Nutrition/Dietetics.

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?

As previously mentioned, in Fall, 2017, the NUTR AS-T was approved at Palomar College. Before and after the approval, students were completing coursework to transfer and pursue an undergraduate degree in Nutrition and Dietetics.

Prior to Fall 2017, NUTR students were advised to complete the University Studies: Health and Fitness or University Studies: Math and Science. Unfortunately, since the AS-T was not accepted by some transfer institutions, it is still best for some NUTR students to major in University Studies: Health and Fitness or University Studies: Math and Science instead of NUTR.

As a result, data will not reflect all students who take NUTR classes to complete coursework for a nutrition degree and is part of the reason the data is limited. This issue has been discussed with Palomar College's counselors and the Articulation Officer who agree that there is not one degree path for all NUTR students.

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?

The college standard has been selected.

What is your Stretch goal for COURSE success rates?

100.0%

How did you decide upon the goal?

Ideally, 100% would be the goal. As this is not a realistic goal, continued improvement and positive trending to get as close as possible to 100% would be the true stretch goal.

COURSE OUTCOMES

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

The quality of the SLOs and the assessment methods are reviewed and modified, if appropriate, each assessment cycle. There have been no changes to the assessment methods since the last PRP, 6 months ago.

Summarize the major findings of your course outcomes assessments.

All courses have been assessed within the past three years, and all assessments achieved or exceeded the discipline standard.

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

Expand NUTR Program Offerings to Include Attainment of Essential Skills Acquired Outside the Classroom

Is this a new or existing goal?

Existing

Goal Status

Ongoing

How will you complete this goal?

Previous Implementation Strategy:

-Propose, Submit, and Acquire Approval of NUTR AS-T

Status:

-Complete

Previous Implementation Strategy:

-Expand the NUTR club, orientation, and cohort via advertisements, adjunct faculty participation, and student recruitment so that all NUTR majors participate in at least one of these offerings during their first year at Palomar College or there is an overall increase in participation in these offerings.*

-Research and implement specific tasks to be completed during the club, orientation, and cohort so that the cluster of offerings align with at least 5 industry-standard skills from the reference form discussed referred to in the outcome expected section below.

New Implementation Strategy for This Goal:

NUTR had a significant funding cut in the last 6 months and is still determining next steps. For the current semester, the club, orientation, and cohort are being maintained by the lead faculty member. However, this is not sustainable. The overall goal is to continue with last year's implementation strategy, but the next step is now to determine how, if at all, to consolidate or limit these offerings so that they are still valuable but can be managed by a single full-time faculty member.

Since students pursuing a career in Nutrition and Dietetics may major in NUTR, University Studies: Health and Fitness, or University Studies: Math and Science, it may be difficult to measure if all students are participating. As a result, an increase in total participation may have to be measured instead. The rationale behind students selecting a degree other than NUTR is explained previously in this document.

- Though the name of the goal changed from last year, the content is the same. The name was changed due to feedback from M. Fritch. -

Outcome(s) expected (qualitative/quantitative)

The expected outcome is that students who participate in these opportunities will graduate from Palomar with sufficient experience in multiple, if not all, of the assessment items from the internship recommendation form, which makes them more competitive job, transfer, and internship applicants.

Relevant Background Information:

All aspiring dietitians need to have 3 recommenders complete a reference form in order to obtain an internship. The internship is a requirement for becoming a dietitian. Acquiring an internship is the most competitive portion of the process for becoming a dietitian as the Academy of Nutrition and Dietetics reports that only 50% of students who apply for internships obtain them.

The recommendation form is almost identical across the nation. It asks the recommender to assess the student's NUTR knowledge as well as many other traits and abilities. The experiences and projects selected for the students in the club and cohort are designed to help students acquire, develop, and demonstrate those traits. This will make them more competitive applicants for obtaining an internship, which is required to enter the occupation.

These activities align with advisory committee recommendations. During the 2016 NUTR Advisory Committee meeting, the minutes report that the committee agreed that students should complete projects that require 2-3 hours per week (if done on ongoing basis) or 50-100 hours per project. These projects are completed outside of the NUTR coursework and improve the students' chances of being more competitive transfer, internship, or job applicants.

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

Achieving this goal will help more students acquire skills for the field, become more competitive applicants for jobs/internships, and prepare them for successful transfer.

Expected Goal Completion Date

6/30/2022

Goal 2

Brief Description

Educate Students About NUTR Course Offerings

Is this a new or existing goal?

Existing

Goal Status

Completed

How will you complete this goal?

Previous Implementation Strategy:

-Update print materials and website, continue involving adjunct faculty to conduct info session and run club meetings, train counselors on current offerings, and continue to review degree requirements in NUTR 100 and at the info session.

Status:

-Complete

Previous Implementation Strategy:

-Due to recent course changes at Palomar College, degree requirement changes, and professional requirement changes from the Academy of Nutrition and Dietetics, the information needs to be updated again. Specifically, NUTR will update print materials and website, continue updating and involving adjunct faculty to conduct info session and run club meetings, train counselors on current offerings, and review updated degree requirements in NUTR 100 and at the info session.

Status:

-Completed 8/31/2019

This item was listed on the previous PRP and all the updates and education listed above were completed. NUTR will continue to make updates as needed. This item will remain a goal as there is a new change being proposed in Meta for Fall, 2021 and another one for Fall, 2022.

Outcome(s) expected (qualitative/quantitative)

Accurate and relevant information about the NUTR program will be produced and available to current students, prospective students, faculty, and staff, which can boost enrollment and help students to better understand the path for meeting degree requirements.

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

Achieving this goal will help improve accessibility of updated program materials, maps, and pathways and improve outreach to current and prospective students, which can potentially increase enrollment while reducing degree requirement ambiguity, misunderstandings, and other barriers to student success.

Expected Goal Completion Date

6/30/2020

Goal 3

Brief Description

Improve Student Engagement and Understanding Through Learner-Centered Teaching

Is this a new or existing goal?

Existing

Goal Status

Ongoing

How will you complete this goal?

Previous Implementation Strategy:

-Continue to learn new learner-centered teaching methods and train adjunct faculty in these methods.

Status:

-Ongoing

NUTR faculty will continue to receive training in learner-center teaching methods via attending conferences, participating in webinars, and/or reading literature and sharing implementable findings with other NUTR faculty.

Outcome(s) expected (qualitative/quantitative)

The quality of teaching, learning, and engagement will increase, which can help improve success and retention numbers.

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

Achieving this goal will help improve learning and lead to better transfer and career readiness. Additionally, achieving this goal can help improve success and retention numbers.

Expected Goal Completion Date

6/30/2022

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

Everything looks great. Continue the good work.

Chair Name
Anita R. 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:

The FT faculty does an excellent job of connecting with students. She is very student-centered. Program is very efficient.

Areas of Concern, if any:

Recommendations for improvement:

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:

Great mission statement. Thank you for the completion discussion. Goals are great also- Id like to see this program develop as well.

Areas of Concern, if any:

Recommendations for improvement:

Vice President Name

Jack S. Kahn, Ph.D.

Vice President Sign Date

1/9/2020