



FOOTHILL COLLEGE
PROGRAM REVIEW COMMITTEE (PRC)
FEEDBACK – SPRING 2017

Thank you for your time and effort in completing the Comprehensive Program Review this year. We know it is a lot of work but we hope it has been helpful. Thank you for your ongoing efforts to improve on behalf of our students. The program review process allows others throughout the college to learn about your work and how it supports the college mission, educational master plan, and equity goals.

The Program Review Committee (PRC) read and discussed each Comprehensive Program Review during a series of meetings in Winter 2017. The committee's feedback is outlined below. Please note that PRC would be happy to meet with any department or program if there are any questions/concerns.

DEPARTMENT/PROGRAM: ART

COMMENDATIONS & STRENGTHS:

PRC commends the department for taking a proactive approach with the program review process and working closely with the Division Dean.

PRC commends the department for documenting that the PL-SLOs and CL-SLOs drive the decision making within the department.

PRC commends the department for taking a broad look at the existing curriculum.

PRC commends the willingness to analyze courses experiencing declining enrollment.

SUGGESTIONS FOR IMPROVEMENT:

N/A

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

The department did not complete Sections 1A & 1B on the Comprehensive Program Review template. Please provide these completed sections to PRC by June 30, 2017.



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DEPARTMENT/PROGRAM: ESLL

COMMENDATIONS & STRENGTHS:

PRC commends the department for being mindful of feedback in previously submitted program reviews and making efforts to address those issues.

PRC would like to commend the work of the ESLL Outreach Specialist, specifically with regards to increasing the Latino student population as well as increasing enrollment in the NCEL courses.

PRC commends the department for working with the TLC to secure additional support for students enrolled in the ESLL or NCEL courses.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department look into tracking 'success' rates in the NCEL courses.

PRC suggests the department continue the discussion around increasing enrollment, looking at internal solutions as well as external solutions.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

As an ESLL pathway does exist, the department should begin a discussion around crafting and assessing Program Level Student Learning Outcomes (PL-SLOs), as none currently exist.



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DEPARTMENT/PROGRAM: HISTORY

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department for its willingness to take action regarding online retention, offering a greater variety of courses, and directly addressing student access.

PRC commends the department for its interest in offering Latin American History, in direct connection with one of the College's strategic objectives.

PRC commends the department for acknowledging the existing achievement gap, particularly with online courses.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department continue its discussion around student success, specifically for disproportionately impacted student groups.

PRC suggests the department gather additional data (e.g. student interest) and incorporate that into their discussion around program objectives and resource requests.

PRC suggests focusing program objectives around areas already in need of improvement.

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: JAPANESE

COMMENDATIONS & STRENGTHS:

PRC commends the department for the increase in AA degree completion.

PRC commends the department for training students to return as volunteer tutors.

PRC commends the department for its involvement with the Japanese Culture Club and the Anime Club and the efforts to increase interest and enrollment. The work of the Japanese Cultural Center, including outreach and community activities, is also noteworthy.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department look into ways to increase enrollment in the advanced conversational courses.

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: KINESIOLOGY

COMMENDATIONS & STRENGTHS:

PRC commends the department for acknowledging issues around overall productivity and specifically calling out and discussing productivity related to online courses.

PRC commends the department for its contribution to the implementation of the Online Course Quality Standards.

PRC commends the work being done with the local high schools.

PRC commends the efforts being made to increase face-to-face course enrollment.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department continue to discuss methods for addressing the face-to-face productivity issues and specifically calling this out as a program objective.

PRC suggests the department address plans for improving success rates for disproportionately impacted student groups.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

As a Kinesiology AD-T does exist, the department should begin a discussion around crafting and assessing Program Level Student Learning Outcomes (PL-SLOs), as none currently exist.



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DEPARTMENT/PROGRAM: MATHEMATICS

COMMENDATIONS & STRENGTHS:

PRC felt that this was a very well written program review; it serves as a model comprehensive document.

PRC commends the department for involving so many instructors (full-time and adjunct) in all levels of the program review process and for obviously sharing out the data and discussion points.

PRC commends the department for its level of data analysis; it is clear that the department used the data to drive the discussion around program improvement.

SUGGESTIONS FOR IMPROVEMENT:

N/A

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: SOCIOLOGY

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department faculty for their involvement in a number of internal (First Year Experience, OEI) and external (ASA Project, HS Outreach) initiatives.

PRC commends the department for its willingness to house the Social Justice Studies AD-T.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department continue its discussion around student success and student preparation and look to internal solutions as well as external solutions.

PRC suggests at least one program objective aimed at addressing student success; have any pedagogical approaches been discussed related to the achievement gap?

PRC suggests examining whether the advisories for the courses are working – has there been discussion around pre-requisites?

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: PHYSICAL EDUCATION

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department faculty for being mindful of feedback in previously submitted program reviews and making efforts to address those issues.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department consider issues aside from repeatability in response to enrollment concerns in the PHED courses.

PRC suggests the department discuss the viability of the PHED courses outside of athletics.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC recommends the department continue to meet to discuss and document efforts to address enrollment concerns.

PRC recommends the department continue discussion around the program's existing Program Level Student Learning Outcomes (PL-SLOs).



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DEPARTMENT/PROGRAM: DISABILITY RESOURCE CENTER

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for its work on several new projects (e.g. Parent Support Group, DRC Outreach Group, and DRC Student Club).

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the unit delve further into the type(s) of students served and what the DRC is currently doing to support students.

PRC suggests additional discussion around student equity – if it is a concern, why is it a concern? Further investigation into plans to address such issues is warranted.

PRC suggests additional discussion around Service Area Student Learning Outcomes (SA-SLOs). SLO reflections are currently not discussed as driving program review.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC requests completion of program review template sections missing appropriate data analysis (e.g. student demographic trends). Please submit complete data analysis to PRC by June 30, 2017.



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DEPARTMENT/PROGRAM: COMMUNICATION STUDIES

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department faculty for completion of a very detailed and well-written comprehensive program review.

PRC commends the department for its high course success rates.

PRC commends the department for providing rationale for offering non-transcriptable certificates.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests the department seek out ways to involve more adjunct faculty in the program review process.

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: DEAN – FINE ARTS & COMMUNICATIONS

COMMENDATIONS & STRENGTHS:

PRC would like to commend the division for its high productivity.

PRC would like to commend the division for the documented increase in AD-T degree completion.

PRC would like to commend the division for the thorough discussion and analysis of equity issues within the division.

PRC commends the division for its plan of 100% Etudes to Canvas conversion by the established deadline.

PRC commends the division for the stability shown in a year of transition.

SUGGESTIONS FOR IMPROVEMENT:

N/A

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: TRANSFER CENTER

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for its outreach efforts.

PRC would like to commend the unit for clearly documents its various projects and initiatives (both current and planned).

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests additional data analysis related to students served.

PRC suggest additional discussion related to Service Area Student Learning Outcomes (SA-SLO) assessment and reflection.

PRC suggests the unit determine specific focus areas for improvement.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC requests completion of additional data analysis (e.g. student served). Please submit complete data analysis to PRC by June 30, 2017.



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DEPARTMENT/PROGRAM: EVALUATIONS

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for its efficiency and increases in the number of evaluations processed as well as reduction in the time between document submission and evaluation completion.

PRC would like to commend the unit for its evaluation of the Service Area Student Learning Outcomes (SA-SLOs).

PRC would like to commend the unit for its clear documentation of goal and objectives.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests incorporation of the SA-SLO data analysis and reflection into the actual program review narrative, not just TracDat.

PRC suggest additional discussion around student equity and the role of the unit in relation to the college's overall student equity efforts.

PRC suggests the unit determine specific focus areas for improvement.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC recommends the department work with Institutional Research to determine a methodology for tracking demographic information of students served.



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DEPARTMENT/PROGRAM: GENERAL STUDIES – SCIENCE

COMMENDATIONS & STRENGTHS:

PRC would like to commend the program for its high degree completion.

PRC would like to commend the program for the collaborative effort made to complete the program review, given the information and data available.

PRC recognizes that the data related to GENERAL STUDIES SCIENCE is rather limited and is not a reflection on the faculty involved with the program.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests reporting out the results of the discussions with the College Researcher regarding data available for reflection.

PRC suggests continued discussion around Program Level Student Learning Outcomes (PL-SLOs), as no assessments and/or reflections that been documented in previous years.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC recommends determining a point person(s) to facilitate the program review process for this program, as it requires collaboration across multiple instructional divisions.



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DEPARTMENT/PROGRAM: THEATRE ARTS

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department for its acknowledgement of the issues (e.g. enrollment decline, productivity decline, overall enrollment fluctuation).

PRC would like to commend the department for its mentoring opportunities and local community involvement.

PRC would like to commend the department for its commitment to offering more General Education (GE) curriculum.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests developing a comprehensive plan to address the issues at hand (e.g. enrollment decline, productivity decline, overall enrollment fluctuation) and additional discussion around the overall goals of the program? What is the five-year plan?

PRC suggests continued discussion around Student Learning Outcomes (SLOs).

FINAL RATING: **RED**

RECOMMENDATIONS:

PRC recommends the department complete an out-of-cycle comprehensive program review in Fall 2017.

PRC asks that the department schedule a meeting to discuss the comprehensive program review with the Program Review Committee before the end of the Spring 2017 term.



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DEPARTMENT/PROGRAM: CHILD DEVELOPMENT

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department for the increasing number of AA degree completion while still offering an AD-T degree.

PRC would like to commend the department for its collaboration with the ESLL department on the childcare provider coursework.

PRC would like to commend the department for its efforts related to student equity and success for disproportionately impacted student groups.

SUGGESTIONS FOR IMPROVEMENT:

PRC agrees with the comments of the Vice President of Instruction and suggests further discussion around the vocational aspects of the program.

PRC suggests providing clarity around the resource requests, as they currently do not connect to the documented goals/objectives of the department.

PRC suggests providing clear rationale for the offering of non-transcriptable certificates.

PRC suggests incorporating more adjunct faculty involvement in the program review process.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: GENERAL STUDIES – SOCIAL SCIENCE

COMMENDATIONS & STRENGTHS:

PRC would like to commend the program for its high degree completion.

PRC would like to commend the program for the collaborative effort made to complete the program review, given the information and data available.

PRC recognizes that the data related to GENERAL STUDIES SOCIAL SCIENCE is rather limited and is not a reflection on the faculty involved with the program.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests continued discussion around Program Level Student Learning Outcomes (PL-SLOs), as no assessments and/or reflections that been documented in previous years.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC recommends determining a point person(s) to facilitate the program review process for this program, as it requires collaboration across multiple instructional departments.



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DEPARTMENT/PROGRAM: HUMANITIES

COMMENDATIONS & STRENGTHS:

PRC would like to commend the program for its enrollment and productivity.

PRC would like to commend the program for involving adjunct faculty in the program review process.

PRC would like to commend the program for its pathways initiatives and collaborations with four-year universities.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests further review and discussion related to online course success for African-American students and overall online student equity efforts.

PRC suggests further review and assessment of Course-Level (CL-SLOs) and Program-Level Student Learning Outcomes (PL-SLOs); some data is missing.

PRC suggests further discussion of department's connection to UMOJA learning community.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC requests all CL-SLO and PL-SLO assessments be completed and submitted to PRC no later than June 30, 2017.



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DEPARTMENT/PROGRAM: PHOTOGRAPHY & DIGITAL IMAGING

COMMENDATIONS & STRENGTHS:

PRC would like to commend the program for its work on curriculum development.

PRC would like to commend the program for completion of a thorough comprehensive program review that includes the student voice, documentation of services available and discussion of various faculty activities.

PRC would like to commend the program for reviewing the scheduling process to take into considerations student needs.

PRC would like to commend the program for creating actionable items as a result of Student Learning Outcomes (SLO) assessment and reflection.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests further refinement of program goals/objectives, particularly in relation to student equity and closing the achievement gap.

PRC suggests development of a strategic plan to address load concerns related to the number of full-time faculty within the department.

FINAL RATING: GREEN

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: PRESIDENT'S OFFICE

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for completion of a well-written and thorough comprehensive program review document.

PRC would like to commend the unit for the planned strategies for increased communication across the campus.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests further discussion and strategy development in relation to communication, as noted in the survey results from Section 1.1H.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



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DEPARTMENT/PROGRAM: DEAN – KINESIOLOGY & ATHLETICS

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for the planned strategies for increasing enrollment.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests defining a specific timeframe for addressing the enrollment decline.

FINAL RATING: **YELLOW**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC acknowledges that enrollment and productivity is worrisome and asks for a written update on enrollment and productivity concerns/efforts in Winter 2018.



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DEPARTMENT/PROGRAM: VETERINARY TECHNOLOGY

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department for its clear documentation of efforts in relation to course success (e.g. supplemental instruction) and justification of productivity levels.

PRC would like to commend the department for its outreach and recruitment efforts (e.g. job fair, Vet Tech Night).

PRC would like to commend the department for its use of Student Learning Outcomes (SLO) assessment and reflection to drive program improvement and curriculum discussions.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests providing clear rationale for the offering of non-transcriptable certificates.

PRC suggests further discussion around internal efforts to increase adjunct faculty participation in the program review process.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.

PRC notes missing trend data and check-boxes from the comprehensive program review document. PRC asks that an updated document with complete data analysis be submitted no later than June 30, 2017.



FOOTHILL COLLEGE
PROGRAM REVIEW COMMITTEE (PRC)
FEEDBACK – SPRING 2017

Thank you for your time and effort in completing the Comprehensive Program Review this year. We know it is a lot of work but we hope it has been helpful. Thank you for your ongoing efforts to improve on behalf of our students. The program review process allows others throughout the college to learn about your work and how it supports the college mission, educational master plan, and equity goals.

The Program Review Committee (PRC) read and discussed each Comprehensive Program Review during a series of meetings in Winter 2017. The committee's feedback is outlined below. Please note that PRC would be happy to meet with any department or program if there are any questions/concerns.

DEPARTMENT/PROGRAM: ATHLETIC INJURY CARE

COMMENDATIONS & STRENGTHS:

PRC would like to commend the department for its acknowledgement of the importance of the program review process as a way to spark discussion at the department-level.

PRC would like to commend the department for its initial planning efforts to address student success for disproportionately impacted student groups.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests further discussion and refinement of strategies related to student success and student equity.

PRC suggests further discussion around the Certified Athletic Trainer degree completion mandate and its potential effects on program viability.

PRC suggests further discussion around enrollment and overall program viability.

FINAL RATING: **RED**

RECOMMENDATIONS:

PRC recommends the department complete an out-of-cycle comprehensive program review in Fall 2017.



FOOTHILL COLLEGE
PROGRAM REVIEW COMMITTEE (PRC)
FEEDBACK – SPRING 2017

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DEPARTMENT/PROGRAM: VETERAN'S RESOURCE CENTER

COMMENDATIONS & STRENGTHS:

PRC would like to commend the unit for its efforts to increase access to critical student services by partnering with the Disability Resource Center to create a one-stop-shop of services.

PRC would like to commend the unit for its collaboration with the Los Altos Rotary.

PRC would like to commend the unit for using assessment and reflection of Student Learning Outcomes (SLOs) to drive program improvement discussions.

SUGGESTIONS FOR IMPROVEMENT:

PRC suggests further discussion around existing Service Area Student Learning Outcomes (SA-SLOs) and assessment methodology.

PRC suggests additional discussion around Academic Coaches and the role of such positions related to access and student success.

FINAL RATING: **GREEN**

RECOMMENDATIONS:

PRC recommends the department continue in the regular program review cycle.



FOOTHILL COLLEGE
PROGRAM REVIEW COMMITTEE (PRC)
FEEDBACK – SPRING 2017

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DEPARTMENT/PROGRAM: DEAN – STUDENT AFFAIRS & JUDICIAL AFFAIRS

COMMENDATIONS & STRENGTHS:

PENDING

SUGGESTIONS FOR IMPROVEMENT:

PENDING

FINAL RATING: **RED**

RECOMMENDATIONS:

PENDING