

PROGRAM REVIEW Fall 2018

Program: Automotive

Division: Social Sciences, Library, Public Safety & Career Education

Date: 10/22/2018

Writer(s): Brian Hagopian

SLO/SAO Point-Person: Brian Hagopian UD

Audience: Deans, Vice Presidents of Student Services and Academic Services, All Planning and Allocation Committees. This document will be available to the public.

Uses: This Program Review will be used to inform the campus and community about your program. It will also be used in the processes of creating Division Summaries, determining College Planning Priorities and allocating resources. A final use is to document fulfillment of accreditation requirements.

Time Frame: This Program Review should reflect on program status during the 2017-18 academic year. It should describe plans starting now and continuing through 2018-19. This document also provides the opportunity to describe more long-term plans (optional).

Sections: The first section of this Program Review focuses on general program reflection and planning. The second section has specific questions to be filled out by all programs this year. The third section is an SLO/SAO update. The fourth section is a review of curriculum. Only programs with curriculum need to complete Section 4.

Topics: A list of topics of particular interest to Program Review readers can be found here:

<https://goo.gl/23jrxt>

Help: Contact Karin Spirm: kspirm@laspositascollege.edu

Instructions:

- 1) Please respond to each question as completely as possible.
- 2) If the requested information does not apply to your program, write "Not Applicable."
- 3) Optional: Meet with your dean to review this document before _____.
- 4) Send an electronic copy of this form to Karin Spirm and your Dean by _____.

Links:

Program Review Home Page: <https://goo.gl/XATgjJ>

Fall 2017 Program Review Updates : <https://goo.gl/pkv76m>

Frequently Asked Questions: <https://goo.gl/ilhRtt>

Section One: Program Snapshot

No Significant Changes Option

Contact person: _____ Brian Hagopian _____

By marking an X in the box above, the writers of this Program Review indicate that there have been no significant changes to their program or their program’s needs in the past year. In this case, programs may opt not to complete Program Review Section One: Program Snapshot.

Programs must still complete all other sections (as applicable).

Please note: Choosing this option means that your program’s information may not be included in the yearly Division Summary.

The No Significant Changes Option may only be used for two years in a row; after two years, programs must complete a full Program Review including the Program Snapshot. Our program’s most recent Program Review was submitted in the following semester: Fall 2____.

A. Program Description: Briefly describe your program, including any information or special features of your program that will provide helpful context for readers of this Program Review.

B. Changes to Program and Needs: Describe any significant changes to your program or your program’s needs since the previous Program Review Update (Fall 2017).

New building coming online with bond. Early stages of planning right now.

Mark an X before each area that is addressed in your response.			Definitions of terms: https://goo.gl/23jrxr		
<input checked="" type="checkbox"/>	Community Partnerships/Outreach	Facilities, Supplies and Equipment, Software	<input type="checkbox"/>	LPC Planning Priorities	Services to Students
<input type="checkbox"/>	Curriculum committee items	Financial/Budgetary	<input type="checkbox"/>	LPC Collaborations	SLO/SAO Process
<input type="checkbox"/>	Enrollment Management	Human Resources	<input type="checkbox"/>	Pedagogy	Technology Use
<input type="checkbox"/>	External Factors	Learning Support	<input type="checkbox"/>	Professional Development	

C. Reflection: What plans from the [2017 Program Review](#) or any [previous Program Reviews/Updates](#) have been achieved and how? You may also describe achievements that were not planned in earlier Program Reviews.

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<input type="checkbox"/>	Community Partnerships/Outreach	<input type="checkbox"/>	Facilities, Supplies and Equipment, Software	<input type="checkbox"/>	LPC Planning Priorities	<input type="checkbox"/>	Services to Students
<input type="checkbox"/>	Curriculum committee items	<input type="checkbox"/>	Financial/Budgetary	<input type="checkbox"/>	LPC Collaborations	<input type="checkbox"/>	SLO/SAO Process
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<input type="checkbox"/>	External Factors	<input type="checkbox"/>	Learning Support	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>	

D. IR Data Review: Describe any significant trends in your program’s data from the office of Institutional Research and Planning. (Note: this information will be available in August 2018. Not all Programs have IR data packets available; if your program does not have a data packet, you may note that in the response box). You may also discuss any other data generated for your program by the Office of Institutional Research and Planning.

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<input type="checkbox"/>	External Factors	<input type="checkbox"/>	Learning Support	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>	

E. Other Data Review (Optional): Describe any significant findings based on other data regarding your program. Possible sources of relevant information might include, but are not limited to, the following:

- Data generated by your program
- CEMC Data
- Labor Market Data

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<input type="checkbox"/>	External Factors	<input type="checkbox"/>	Learning Support	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>	

F. Impacts to Students (Optional): Discuss at least one example of how students have been impacted by the work of your program since the last Program Review Update (only if you did not already answer this in Questions B-E).

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G. Obstacles: What obstacles has your program faced in achieving plans and goals?

Constant addition of duties to a nonpaid coordinator. Sick and tired of it. After seeing a spreadsheet of all the coordinator pay on this campus, this coordinator stopping all non-bargained work. Either everyone gets coordinator pay or no one does. Outreach will stop, counseling will stop, tours will stop, extra meetings will stop.

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<input type="checkbox"/>	External Factors	<input type="checkbox"/>	Learning Support	<input type="checkbox"/>	Professional Development	<input type="checkbox"/>	

H. Short Term Planning: What are your most important plans (either new or continuing) for next year? Describe plans starting now and continuing through AY 2018-19.

Professional development for fulltime faculty. Always need new equipment and updates to current equipment.							
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I. Long Term Planning (Optional): Please detail any long-term plans for the next 3-5 years. (Only if you have significant plans, such as implementation of a grant project, creation of long-term initiatives including those using restricted funds such as Equity or SSSP, construction and outfitting of a new building).

New building. Making sure we will have enough space, including storage and expansion. The new building will need to have electric vehicle charge stations that are dedicated to the program and not for public use. Parking for donated cars, referee space.

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Mark an X before to each area that is addressed in your response.			Definitions of terms: https://goo.gl/23jrxr				
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Section Two: Current Topics (Required for All Programs)

- A. **Educational Master Plan:** A list of goals and strategies appears on page ii of the Educational Master Plan, which can be accessed here: (<https://goo.gl/1AefkX>). If applicable, describe how your program's upcoming plans reflect the goals described in the college's Educational Master Plan (your plans are described in Section 1, Questions H-I, or on a previous program review if you did not complete this year's Program Snapshot).

Educational Excellence: Student need to be job ready, the automotive program does this by acquiring the latest technology in tools and simulators. Instructors must be trained in this equipment and have started to attend training seminars.

Community Collaboration is done through the advisory board and visiting local high schools. Attending meetings for automotive trade groups and others have been cut out. If coordinator time is not provided more will be cut.

Supportive organizational resources. Most of the budget for the automotive program comes from the referee program. Monies have been earmarks for necessities such as online service information. However, coordinator time is not provided.

Organizational effectiveness has been accomplished through the use of Perkins monies to allow faculty to attend trainings so our students can become certified. Transparency of the budget is good. Being able to access institutional spreadsheets on our student population has helped to see the diversity of student needs.

- B. **Program-Set Standard (Instructional Programs Only):** Did your program meet its program-set standard for successful course completion? yes no

(Note: this information will be available in August 2018)

If your program did not meet your program-set standard, discuss possible reasons and how this may affect program planning or resource requests.

- C. **Facilities:** Do you have any facilities needs that are currently unmet? If yes, please describe.

New building in bond. Yes we have facility's needs, but new building should address.

- D. **Professional Development**

Section 87153 of California Education Code specifies the type of Professional Development activities that may be funded by the Community College Professional Development Program. You can review these activities here: <https://goo.gl/w8sqBM>

D1. Summarize the aspects of professional development that have been working well for your program. This might include the process of obtaining funds, the types of training your program members have been attending, etc.

We need a lot more. NC3 certifications for full time faculty. CAAT conference. Honda, Nissan, Ford Training, Dyno performance training for full time faculty. Need monies to support.

D2. Summarize any needs, desires and visions your program has regarding professional development, as well as any challenges.

Every year Instructors need to update training. This needs to be accomplished during summer and consists of at least 120 hours each. Almost all, if not all of this training is done out of state.

E. Program Suggestions (optional): What questions or suggestions do you have regarding the Program Review forms or process?

none

Section Three: SLOs/SAOs (Required for All Programs)

A. In the box below, copy and paste your “Plans for Analysis of SLO/SAO Data” from last year's Program Review. This plan can be found in the [2017 Program Review](#) Section 1 Question L.

(If discussing multiple PSLO/SAOs copy the box below as needed.)

Circle One: CSLO PSLO SAO
Course, Program Name, or Student Service Area: A1, AUTO
Text of CSLO/PSLO/SAO: Upon completion of AUTO A1, the student should be able to apply engine repair safety precautions.
If you plan to analyze a PSLO, identify the courses that are mapped to the PSLO.

B. Below, report on your program's progress on the plan described in Question (A) above.

Text of CSLO/PSLO/SAO:
SLOs: Assessment data collected from ___1___ sections over ___1___ semesters. SAOs: Assessment data collected from ___20___ students over ___1___ semesters.
Describe the quantitative or qualitative results: 100%
Discuss and reflect upon student achievement for this CSLO/PSLO/SAO. Discuss any actions taken so far (and results, if known) and your action plan for the future: This SLO is about safety and must constantly be monitored. So far we are excellent, but must stay on top. As new equipment and a new building come on line, this may change, so immediate changes must be made.
What changes in student achievement are evident across the semesters you analyzed? What are some possible explanations for these changes? There is none.
DO you plan to continue tracking this SLO in the next year? Explain. Yes, always. This is incredibly important to automotive instructors, students and employers

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C. Planning: What are your future plans (either new or continuing) for SLO/SAO analysis for next year? Identify the PSLOs, CSLOs, or SAOs that your program plans to focus on the upcoming year with subsequent analysis (next year's program review). (Copy the box below as needed.)

Circle One: CSLO PSLO SAO
Course, Program Name, or Student Service Area: A2, A3, A4, A5 AUTO
Text of CSLO/PSLO/SAO: Upon completion of AUTO AX, the student should be able to apply XXXXXXXXX safety precautions. The XXX represent the core class safety requirements.
If you plan to analyze a PSLO, identify the courses that are mapped to the PSLO.

D. SLO/SAO Suggestions (optional): What questions or suggestions do you have regarding SLO/SAO planning, assessment and reporting?

Keep current SLO's need to stay on top of safety. New building will bring new concerns, which must be corrected immediately.

**Section Four: Curriculum Review
(Programs with Courses Only)**

The following questions ask you to review your program's curriculum. To see the last outline revision date and revision due date:

1. Log in to CurricUNET
2. Select "Course Outline Report" under "Reports/Interfaces"
3. Select the report as an Excel file or as HTML

Curriculum Updates

A. Title V Updates: Are any of your courses requiring an update to stay within the 5 year cycle? List courses needing updates below.

no

B. Degree/Certificate Updates: Are any degrees/certificates requiring an update to do changes to courses (title, units) or addition/deactivation of courses? List needed changes below.

no

C. DE Courses/Degrees/Certificates: Detail your department's plans, if any, for adding DE courses, degrees, and/or certificates. For new DE degrees and/or certificates (those offered completely online), please include a brief rationale as to why the degree/certificate will be offered online.

N/A