Annual Program Review Update Form - Spring 2010

I. General Information

Date: 6/2/10

Program/Department: General Business

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II. Status Since Previous Program Review

What significant changes have occurred since the last complete program review? Were those changes based on SLO assessments? How have these changes affected your program? You may also address how these changes affect the following: strategic initiatives, "main areas for improvement", mission statements, or physical/organizational restructuring.

The CA budget crisis has limited our department's offering of courses and support areas that increase student success (counseling, tutoring, etc.). The NOVA coordinator requested last year was unfunded and the program was put on hold.

III. SLO Information

	Total courses offered 2010 to Spring 2011	SLOs Written	Committed to assess in '09-'10	Committed to assess in '10-'11	SLOAC Completed for at least one SLO	SLOAC Cycle Completed for all SLOs
Courses in Program	21	21	5	9	5	5
Percent		100%	24%	43%	24%	24%

	Total (head ct)	Participated in writing SLOs	Assessed or planning to assess in '09-'10	Planning to assess in '10-'11	Participated in a SLO Reflection & Enhancement Discussion
Full-time Faculty in Program	6.5	6.5	6.5	6.5	3
Percent		100%	100%	100%	46%
Part-time Faculty in Program	13	9	0	3	0
Percent		69%	0%	23%	0%

SLOAC means: a complete SLO Assessment Cycle includes writing an SLO, assessing the SLO and the assessment reflection and enhancement phase.

SLOAC Discussion and Analysis: Summarize the discussions and analyses of your program/departments' SLOAC results. The discussions and analyses need not be limited to the information shown in Sections I and II above.

A majority of business faculty participated in writing SLOs for each course. An online repository was created so that information could be reviewed when faculty schedules did not overlap. All full time business faculty participated in assessing courses this year and the results were good. In most cases, students demonstrated competency on these outcomes for the courses assessed. The instructors for Bus 90 request changes to an outcome to make it more specific and measurable. The instructor for Bus 21 wanted to work on clarifying an assignment in order to encourage "time on task". The instructor for Bus 70 wanted to add a peer review to the final course project. The instructor for Bus 55 brought up the issue of online students not attempting certain assignments, and several others agreed to their need for extra handholding and follow-up. The instructor for Bus 54 wanted to add video to demonstrate complex topics, which was of interest to several others in the group. Overall, the discussion of the analysis cycle was collegial, but the benefits were dubious. Several faculty have expressed frustration at the time-consuming burden of the SLOAC cycle. Many part time faculty have been reluctant to commit to the assessment cycle.

Suggestions for the SLOAC Discussion & Analysis:

Detailed data supporting some or all of the statistics shown above.

Patterns that emerge or are confirmed when SLO data are viewed, either alone or in combination with other data (such as student ESL placement test results) at the program level.

What your goals were for any of the percentages above, and whether you achieved that goal.

Evidence of value derived from the SLOAC process within your program.

Some of the challenges your faculty continues to face in attempting to hit your program goals with respect to SLOs.

If enhancements/improvements to your program can be implemented within the division's currently existing structures and allocated resources, then consider this update form complete and submit to your division dean. If enhancements/improvements are identified that require ADDITIONAL resources through the Instructional Planning and Budgeting process, then complete Section IV. (See next page).

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IV. Resource Requests: (Use this section ONLY if you have a NEW resource request)

Program/Department: General Business

Please submit your top three (or less) choices below in ranked order:

		Cost estimate
Item Name:	1) $500 Stipend for Part Time faculty who complete SLOAC for a course & participate in review meetings	**$6,500**
Item Name:	2) Maintain release time for 2 courses (.111 load) per year for BUS department chair.	**~$11000 on average**
Item Name:	3) Our current PAR Score form scanner software lacks needed functionality, and the makes it very, very time consuming to determine how well individual students have performed on each SLO.	**Unknown**

What SLO Assessment findings, if any, support and guide the resource request?	!) Part time faculty are resistant to commit to SLO assessment cycle because of the time commitment and the lack of compensation. 2) We are concerned about leadership for all department activities including SLOs, without release time for our chair. 3) We understand that the college has agreed to purchase the new software, but would like to urge the college to assign a high priority to the IT project of installing the new scanner and software and installing the client application on each faculty member's office computer, as we really need this new application to do the kind of SLOAC reporting we would like to do.

How will the resource allocation specifically enhance your program's services, activities, processes, etc. to improve student learning and achievement?	1) Many Business courses are taught exclusively by part time faculty. If they don't participate, these courses will not be assessed. The part time faculty could also benefit by systematically examining results to improve learning. 2) This is an item which has been argued before the IPBT. There has been a continuous increase of administrative burdens on Department Chairs; without the release time no one will be motivated to take the position. That could seriously jeopardize our ability to continue and improve our Department Programs. 3) Without a way to make calculating SLOs simple, on campus courses that depend on tests for assessment will have limited SLO metrics for improvement.
How will the resource enhance your program with respect to the College mission or Strategic initiatives and/or your program's goals for improvement as stated in your last program review?	1) In order to be more committed to the SLO process, we need incentives for Part Time Faculty to participate. Alternatively, the college could attempt to negotiate with FA to include these responsibilities in their contractual obligations without additional pay. 2) This is not an enhancement item, it is a continuation item. 3) The right software will make it easier to measure SLOs for test-based assessments in on-campus classes.
Other information that may be important to support your request?	
If applicable, please describe why you do not have enough funding within your current budget allocation for this request.	CA Budget crisis.