Rubric Comprehensive Program Review 2023
Instructional Discipline Template

A. Program Information

Narrative Criteria

The Program Mission Statement
- clearly states the purpose of the program
- indicates the primary function
- indicates the activities of the program
- describes the programs' aspirational goals for the future and what the program hopes to achieve
- reflects the program's priorities and values
- indicates who the students and/or stakeholders are
- is aligned to the college mission statement
- is clear and concise

☑ Meets Expectations

☐ Needs Improvement

Feedback

> The mission statement meets expectations. We encourage the department to follow college discussions around mission, vision, and values statements to help inform future iterations of the program mission statement.

B. Enrollment Trends

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑ Meets Expectations

☐ Needs Improvement

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

> The program is aware of its issues and has a plan to address enrollment declines. Hiring new faculty to teach additional sections will help with enrollment.

C. Enrollment by Student Demographics

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑ Meets Expectations

☐ Needs Improvement

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

The department is aware of the gender imbalance that is largely society in nature.

D. Overall Student Course Success

Click the link below to view the program's Course Success by Modality data

https://foothilldeanza-my.sharepoint.com/:f:/g/personal/10771097_fhda_edu/EvAWlA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_TA?e=LjaKXc

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑ Meets Expectations

☐ Needs Improvement

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

Enrollment and success are in line with the college. The last year in the data set looks like there is less predictability in course success by race. This would be an exciting trend if it continues.

E. Disproportionate Impact

Click the link below to view the program's Disproportionate Impact data

https://foothilldeanza-my.sharepoint.com/:f:/g/personal/10771097_fhda_edu/EvAWlA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_TA?e=LjaKXc

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑ Meets Expectations

☐ Needs Improvement

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

The reviewers believe the department is meeting the students where they are. The reviewers see that the program is using deficit terms like "under-prepared" or "life challenges." The reviewers encourage the departmental faculty to focus on the assets that students bring as they continue to create innovative ways to meet the needs of students.

F. Regular and Substantive Interaction

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

The department is doing an excellent job of RSI and has documented it well. They exceeded expectations.

G. Summative Evaluation

Overall, the Comprehensive Program Review

☑ Meets Expectations

☐ Needs Improvement

Feedback

The department is aware of the issues and societal forces behind many of them. The reviewers appreciated the desire to continuously improve a program that is already serving students well.

This form is completed and ready for acceptance.

Career and Technical Education Programs Rubric 2023

A. Re-Accreditation Information

2. Did the program maintain accreditation?

☑ The program was reaccredited and received commendations or citations or recommendations - Meets Expectations

☐ The program was put on probation - Needs Improvement

5. What actions has the program taken to address the accreditation citations/recommendations? What barriers has the program faced in implementing improvements?

Did the program make the required improvements?

☐ The program was able to take actions and received the needed support to take the actions - Meets Expectations

☐ The program was not able to take actions to improve because it did not get the support needed from the college - Needs Some Improvement

☐ The program had the needed support to take actions but did not act or is limited in direction from the accreditor to take actions - Needs Major Improvement

☑ Not Applicable (The program did not receive recommendations)

Feedback

N/A

B. Advisory Board

1. Did the program hold an annual advisory board meeting each year of the five-year cycle?

2. Did the program submit the advisory board meeting minutes each year of the five-year cycle?

3. Did the program include the web address/link to the online minutes?

☑ Yes the program held an annual meeting of the advisory board and submitted the minutes - Meets Expectations

☐ No, the program did not hold an annual meeting of the advisory board and/or did not submit the minutes - Needs Improvement

4. Were there any advisory board commendations/special mentions identified?

☑ The program received commendations - Meets Expectations

☐ Not Applicable

5. Are there any identified actions for improvement or recommendations based on feedback from the program's advisory board?

6. What actions has the program taken to address recommendations made by the Advisory Board? What barriers has the program faced in implementing improvements?

☑ The program was able to take actions or investigate the recommendations and received the needed support to proceed - Meets Expectations

☐ The program was not able to take actions or investigate because it did not get the support needed - Needs Some Improvement

☐ The program had the needed support to take actions but did not act or is limited in direction from the advisory board to take actions - Needs Major Improvement

☐ Not Applicable (The program did not receive recommendations)

Feedback

The program made an effort to hire a new full time faculty but had two years of failed searches. The program is now hiring new part time faculty that they hope to mentor into full time faculty down the road. The program is thinking creatively in how to address the ECE teacher shortage by creating innovative programs like the ECE apprenticeship and the partnership with the Felton Institute to offer ECE classes in Spanish.

C. Regional Labor Demand

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-labor-demand-data-2023-24.pdf

1. In the data table above, what does the regional labor demand data trend indicate?

☑ Labor demand has an upward trend or is projected to be flat - Meets Expectations

☐ Labor demand is projected to decrease - Needs Improvement

2. Describe the regional demand for labor in this sector. If the projected data trend shows no change/flat, an increase, or decrease in labor demand, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑ Meets Expectations

☐ Needs Improvement

Feedback

This trend is in line with the state wide trend.

D. Regional Labor Supply

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-labor-supply-data-2023-24.pdf

1. In the data table above, what does the regional labor supply data trend indicate?

☑ Labor supply has a downward trend or is projected to be flat - Meets Expectations

☐ Labor supply is projected to increase - Needs Improvement

2. Describe the regional supply for labor in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in labor supply, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑ Meets Expectations

☐ Needs Improvement

Feedback

Meets expectations.

E. Regional Wages

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-regional-wage-data-2023-24.pdf

1. In the data table above, what does the wage data trend indicate?

☑ The occupational wage trend increased or stayed flat - Meets Expectations

☐ The occupational wage trend decreased - Needs Improvement

2. Describe the regional trend for wages in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in wages, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

> Living wages would be nice!

F. Program 13.5 Course Completion

Program 13.5 Course Completion

Unduplicated Headcount	2017-18	2018-19	2019-20	2020-21	2021-22
Child Development	99	72	86	102	92
Dental Hygiene	47	97	99	119	114
Emergency Medical Services	100	96	82	52	41
Horticulture	50	57	44	44	26
Photography	0	0	0	0	1
Radiologic Technology	42	44	42	42	47

CTE courses offered between 2017-18 and 2021-22 that were used to retrieve completion counts include the following:
Child Development: CHLD 1, 2, 8, 50A, 50D, 51A, 54ABD, 56, 56N, 59, 63N, 71-74, 80ABC, 82, 86AB, 88, 88B, 89, 90BC, 91, 95, 53NC, 53NP.
Dental Hygiene: DH 50, 70R, 200L, 300AB, 302, 304, 305ABCD, 308, 310, 312, 314, 316AB, 318, 320ABCD, 322, 324, 326ABC, 328ABC, 330, 332, 350ABC, 352, 354, 356.
Emergency Medical Services: EMS 50, 52, 52A, 53, 53A, 60AB, 61AB, 62AB, 63AB, 64AB, 203.
Horticulture: HORT10, 15, 21-26, 30, 31, 40, 45, 52CEGH, 54ABCJKL, 55A, 60BCDFJ, 80ABCDI, 90CDGHIMPQSUVXYZ, 91AC
Photography: PHOT 4ABC, 11, 11H, 72, 74AB.
Radiologic Technology: RT 50, 51ABC, 52D, 53, 53ABCD, 54ABC, 55ABC, 61AB, 62ABC, 63, 63ABC, 64, 65, 70AB, 72, 74, 75, 200L, 53AL, 53BL, 53CL.

1. In the data table above, what does the data trend indicate about the number of students completing the 13.5 CTE units each year in the last five years within your program?

☑   The number of students completing 13.5 units increased over the 5 year period or stayed flat over the 5 year period - Meets Expectations

☐   The number of students completing 13.5 units decreased over the 5 year period - Needs Improvement

2. If the data trend shows no change/flat, an increase, or decrease in the number of students completing the 13.5 CTE units, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

> The reviewers agree with the program's comments.

G. Program Graduate Employment Rates

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-graduate-employment-rates-2023-24.pdf

1. In the data table above, what does the graduate employment rate indicate for certificate/degree completers (e.g., Within one year after Community College Completion)?

☑   Employment rate is between 100% and 80% - Meets Expectations

☐   Employment rate is less than 80% - Needs Improvement

2. Describe the graduate employment rate trend for both certificates and degrees. If the projected data trend shows no change/flat, an increase, or decrease, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

Child Development is an open enrollment program. There is no program admissions process, like those in Allied Health programs. Not all students taking classes will be seeking employment in the field. The reviewers feel that the 80% metric is not applicable to this department. There is no current way to separate CTE students from transfer students in this data based on declared major.

H. Summative Evaluation

Overall, the Career & Technical Education Addendum

☑   Meets Expectations

☐   Needs Improvement

Feedback

The department is aware of the issues in its field and is actively working to address key items that are within their control. Their review is thoughtful and the department is offering innovative ways to meet the needs of the community.

This form is completed and ready for acceptance.