

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 college and the BOT approved a new college mission statement in Fall 2023. Please review the program mission statement to align with the college mission statement: <https://foothill.edu/2030-foothill/mission-review-committee.html>

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 narrative does not match the data.

While enrollment has increased, FTES and productivity are down. Offering courses at incarcerated facilities does seem to place real limitations on the program's FTES and productivity. With the cooperation of the college administration, reevaluating the program's offerings at incarcerated facilities would be a necessary step in improving FTES and productivity. Additional sections, a new full-time instructor, and the technology necessary to teach vertical farming are also viable paths towards improving FTES and productivity.

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

In section C.1, Enrollment by Gender, there are some compelling proposals related to promoting the program by visiting local parks and recreation departments. However, there isn't an explanation as to how this would relate to enrollment by gender. The narrative indicates that the balance between male and female is well-balanced. Perhaps a closer look at, and analysis of, the data is warranted. There appears to be a fairly big gap, with 20-30% more female students than male students. The proposal to increase male enrollment by marketing towards landscaping companies seems promising, but perhaps a more detailed explanation of these proposed efforts is needed. Nonetheless, the request for additional faculty in order to pursue outreach seems apt. Brochures and targeted outreach, as noted in the narrative, would be useful tools for increasing Black, Latinx, and Native American enrollment. But what would the targeted outreach consist of precisely?

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/EvAWIA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_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 course success rate is consistently high in the program, and it makes sense that the typical tutoring services offered by the college would not be applicable to students in the horticulture program. The in-class tutoring offered is commendable, but perhaps offering tutoring at other times would help to improve the success rate and close the non-success gap (4% vs. 7%) noted in the narrative.

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/EvAWIA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_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

Course success may be confused with student enrollment.

Additional tutoring along with new adjunct faculty to help offer that tutoring could help to improve the success rate among Black students. Are there other potential solutions, ways in which other services offered on campus could be brought in to support this student population?

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

n/a

G. Summative Evaluation

Overall, the Comprehensive Program Review

- Meets Expectations
- Needs Improvement

Feedback

We would like to see more analysis of the data vs. personal interpretation and attributing data to the pandemic.

We would like to see closer attention to, and analysis of, the data. While the pandemic is a likely contributing factor to some of the issues the program is facing, we recommend addressing causes and solutions within the control of program.

The program's requests for a new full-time faculty and a reevaluation of course offerings at incarcerated facilities are worthy of consideration.

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

This program does not have accreditation, numbers 1-5 does not apply

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 has not had the required Advisory Committee Meeting in over two years. This is required for Perkins funding. The program is out of compliance.

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

Need data to support rationale.

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

How will the program control this? What action plan does the program have in place? Perhaps there is an opportunity to schedule classes in such a way the meets the needs of the potential students mentioned who do not have flexible schedules.

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

There is a need for more information and discussion of the trends over the last five years.

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, 90CDGHIMPQSUVWXYZ, 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

What is the program doing to increase the number of students completing the units? What are some things within the control of the program? There is a drastic decrease in the number of completers.

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

What is the program doing to increase graduate employment rates?

H. Summative Evaluation

Overall, the Career & Technical Education Addendum

- Meets Expectations
- Needs Improvement

Feedback

Advisory Committee Meetings are a requirement for receiving Perkins funding. The program needs to evaluate the areas noted above.

This form is completed and ready for acceptance.