Cañada College

Annual Program Plan/Review Feedback Form - IPC

Program ECE/CD	Division Bus WF

IPC Member(s) Reviewers F. Austin, D. Johnson, C. Rhodes	Date Reviewed	5/8/13

The purpose of this form is to provide feedback to the Department/Program.

I. Curriculum Offerings	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. Status of curriculum updates for all courses.			√	
2. Status of SLOAC for all courses.				√
3. A description of the complete curriculum offering cycle.			√	
4. A plan for necessary curriculum development.	√			
Comments/Questions: Are all the current courses filled when offered? Can students complete this degree in 2 years of FT work? how many of your students are working in the field and take courses in order to advance their credentials? This information would help explain the number of course offerings.				

II. Program Level Data	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The data is prepared by the Office of Research and Planning and is to be attached to this document. This section should include the following:				
1. Identification of trends on data packets.				√

2. Identification of program performance.			√	
3. Identification of PLOs (Program Learning Outcomes) assessment plan.	√			
4. Analysis of PLOs (Program Learning Outcomes) results.	√			

Comments/Questions:
Nice comment on PLOs; you are correct that there needs to be assessment plans for PLOs. Have you considered doing a survey of pre-grads to determine if they feel well-prepared for their career? Or post-grads who are employed in the field to see if their preparation was sufficient?

III. Action Plan	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. Reflections on Department/ Program needs and goals.		√		
2. An action plan for what is to be accomplished for the next year.	√			

Comments/Questions:
The college will have lots of help in Fall '13 for those wanting to use eportfolios. We applaud your effort to use them this term, and are impressed that you understand the value of these for students and for college and program assessment. In the meantime, a major step is to have faculty identify assignments that create products that students can post in their portfolio, and to have students practice reflecting on their work. Neither of

theseş steps requires any electronic media.

IVa. Faculty and Staff hiring needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: *The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.*				
1. Justification is consistent with accurate data.	NA			
2. Justification fits Department/Division/College needs.	NA			
Comments/Questions: Glad that the position of Program Services Coordinator has been worthwhile.				

IVb. Professional Development needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: *The request should explain clearly how it will serve Department/Program/Division/College needs*				
Justification is consistent with Department/Program needs.				√
Comments/Questions: It appears that most of the Program's needs are being met. Consider using the Dept funds to reimburse faculty for participation time in events.				

IVc. Classroom and Instructional Equipment needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: *The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost*				

1. Complete source/cost information (item description, suggested vendor, number of items, total cost).			√	
2. Justification is consistent with Department/Division/College needs (uses previous program plan information).			√	
Comments/Questions:				

IVd. Office of Planning, Research & Student Success data needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs.		√		
Comments/Questions: Good luck with this request. We would all like to have this type of information.				

IVe. Facility needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs.				√
Comments/Questions: Plenty of justification for this facility. Keep working with the Master Plan folks.				

Other/General Comments:
Applause for all your work with Course SLOs for all of these courses. Justification for an ECE lab was quite extensive. Why was only one FT faculty involved in the preparation (analysis and planning) of this report? Kudos for believing in the value of SLOAC as a way to improved learning, and your willingness to jump on board with eportfolios.

IPC Co-Chair Signature _Carol Rhodes_   **Date** _5/20/2013_

VPI Co-Chair Signature _____   **Date** _5/20/13_