

Las Positas College
PROGRAM PLANNING UPDATE (Instructional) AY 2015-2016

Name of Program	Division	Author(s)
Geography	ALSS	Thomas Orf

INSTRUCTIONS:

1. This Program Planning Update covers the academic years 2012-2013 and 2013-2014.
2. The planning should be for the academic year 2015-2016.
3. Use the Save As feature in Word to save this template with your program name, so that you do not overwrite the original template. Please use your program's catalog rubric and this format when naming your document:

Rubric INS PPU 15_16
e.g., ESL INS PPU 15_16
4. If the document displays in large type with only File, Tools, and View tabs at the top of the page, select **View, Edit Document**. You will then be able to type where it says "Click here to enter text" and you will be able to click on the check boxes to select them.
5. In each section, click in the box under the instructions and fill in your information. The box will expand as you type. If a section is not pertinent to your program enter N/A in the box; do not leave it blank.
6. When you have completed the form, run the spell-checker (**click inside the text in the first box**, then click on the Review tab and find Spell-Check in the far left corner of the ribbon).
7. Please address your questions to your Program Review Committee representatives or the PR Chair Karin Spirn. Concerns, feedback and suggestions are welcome at any time to PRC representatives or co-chairs.
8. Instructions for submitting your Program Planning Update will be available at the start of the fall semester.

I. STUDENT LEARNING OUTCOMES

Review of academic years 2012-13 and 2013-14

SLO Assessment Review

Review your program's SLO assessment results through spring 2014 and respond to the following questions.

1. Discuss how assessment results indicate success in student learning. Identify results that indicate a need for improvement.

From spring 2013, it looks like every course has at least one SLO reported. The GEOG 1 courses taught by the full time faculty member successfully finished the SLO's with positive results based on changing the format of teaching landforms (including more photographs, diagrams, etc). That proved to be successful. Timing was an issue in the GEOG 2 course as well and changing resulted in positive results. Overall, no negative SLO reports were given for this year.

2. Discuss how distance education courses assessment results compare to face-to-face courses, if applicable? (*Respond to this question if your program has distance education courses.*)

The results were not as strong for the distance ed as the face to face. Issues are trying to be resolved by creating a document that can be used with the online course to help improve the SLO scores.

3. Discuss how your discipline, or someone in your discipline, made changes in pedagogy as a result of SLO assessment results.

GEOG 1 pedagogy was changed using more audiovisual material. No other changes were noted for other courses at this time.

4. Give an example of a change in the number of units and/or lab hours based on assessment data, if applicable.

N/A

5. Did your program discover the need for additional resources (for AY 2015-16) based on the assessment results? YES NO

If yes, please explain.

Click here to enter text.

SLO Process

1. Describe how your program reaches consensus when writing student learning outcomes that are used in multiple sections.

My program offers only one section of each course.

Each instructor is allowed to offer there own SLO. It is our understanding that the SLOs are more on an invididual basis the as a whole. This only effects the GEOG 1 course in that all other courses only have one section.

2. Describe how your program reaches consensus when developing and evaluating assessment results for student learning outcomes that are used in multiple sections.

My program offers only one section of each course.

See answer under number 1.

3. What methods does your program use for documenting SLO related discussions? Check all that apply.

Program emails

Program meeting minutes/agendas

Blackboard/other website

Other (please describe):

Click here to enter text.

II. PROGRAM ANALYSIS

Review of academic years 2012-13 and 2013-14

Review the student data provided by the Office of Institutional Research and any additional data your program has collected. Then respond to the sections below.

A. Data Review

If applicable, summarize any **changes** in your program's data since the Annual Program Review of 2011-12 or observed significant trends that will affect program planning or resource requests.

NOTE: Only include changes that affect student learning, program planning or resource requests.

There is a small trend downward in Geography for success rates (Fall went down by almost 10 percent over the past 10 years. I am not sure why this is happening. I know that the full time instructor is teaching less sections and that is a direct correlation here but you can not tell by the data if this is related. Next year, the full time instructor will be going back to full time teaching so hopefully, the results will improve. In the meantime, it would be good for the full time instructor to talk to the part time to see if there are problems with success rates.

B. Program-Set Standard for Successful Course Completion Rates

Your program-set standard for successful course completion rates (i.e., number of grades of 'A', 'B', 'C', 'CR', and 'P' divided by total grades) is calculated by averaging successful course completion rates for your program over a five-year period and then multiplying that result by 95%.

In order to determine if you have achieved your program-set standard for successful course completion rates for a given year (e.g., 2012-13), you will need to assess if your program met or exceeded 95% of the previous 5-year average (i.e., 2007-08 through 2011-12) for your program; these calculations are done for you (*see links below*).

1. What was your program-set standard for successful course completion rates in 2012-13 and 2013-14?

	Program-Set Standard for successful course completion	Did you meet your program-set standard? (Yes or No)
2012-13	http://tinyurl.com/mmfwgfe	Yes but concerns listed above
2013-14	http://tinyurl.com/q6dah55	Yes but concerns listed above

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

N/A

C. Curriculum Review

1. Review your program's current curriculum. If applicable, describe any internal or external impacts which will affect your curriculum plans for 2015-16.

All the geography curriculum underwent an update last year in compliance with creating the new geography AAT degree programs.

D. Human Resources

1. Have there been changes in the number of full-time or part-time faculty associated with your program since the Annual Program Review of 2011-12? If yes, briefly describe the changes.

We have added on part time faculty member but that was due to the full time faculty member getting release time to be Academic Senate President. This will go back down next year.

2. Have there been changes in the number of full-time or part-time classified staff associated with your program since the Annual Program Review of 2011-12? If yes, briefly describe the changes.

No

3. If applicable, describe how the changes indicated in 1 and 2 have impacted student learning?

Only additional SLOs were created since each faculty member can create their own SLO

E. Other information pertinent to the program

The program is pretty stable at the moment.

III. PLANNING

A. Planning Update

Summarize your program's plans, initiatives, and objectives accomplished since the Annual Program Review of AY 2011-12 (include accomplishments for the academic years 2012-13 and 2013-14).

No major changes were created with the exception of additional sections of classes. The program increased by 50 percent the number of online offerings. These will continue in the future. The lone exception was the creation of the first Geography AAT program.

B. Program Planning for AY 2015-16

As appropriate for your program, please address each of the following areas. For each area, describe your program's plans, initiatives, and objectives for the academic year 2015-16. Focus on how planning will impact student learning or the student experience at Las Positas College.

1. SLO assessments. NOTE: 100% of courses in your disciplines should be assessed a minimum of once every two years. As a guideline, each program should be assessing 25% of its courses every semester.
 1. How does your program plan to use assessment results for the continuous improvement of student learning? Examples might include (Your responses may vary.):
 - changing number of units/lab hours
 - changing pedagogy/curriculum

- changing assessments

Much more audio visual materials are used on GEOG 1 based in SLO. We are now using Mastering which has a lot of those features. This is the first semester of using it for the GEOG 1 course and it will be great to see results for the future.

2. Have your assessment results shown a need for new SLOs? YES NO
 If yes, in the table below, state the number of courses in your program and estimate the percentage of courses for which your program will write new SLOs.

Number of Courses	Estimated Percentage for which new SLOs will be written
4	Most of the geography classes created new SLOs for the year as the previous ones were answered and analyzed.

3. What percentage of courses will your program assess in the next academic year (2015-16)?

100 percent

4. In order to budget to pay part-time faculty to work on SLOs during the academic year 2015-16, estimate the number of part-time faculty in your program and the percentage of them who are likely to participate in the SLO process in 2015-16.

Estimated Number of Part-time faculty	Estimated Percentage who will participate in the SLO process
3	100 percent

4. Curriculum

- a. Considering the criteria of relevance, appropriateness, achievement of course objectives, currency, and future needs and plans, will your program be making any changes to **existing** curriculum to address any of

these criteria? If yes, please describe the changes and your program's reasons for the changes. Please provide any data which supports your program's reasons for the changes to your curriculum. Include a discussion of how the changes will improve student learning.

No, all the curriculum changes were done last year due to the creation of the AAT program.

b. Will new curriculum be submitted to the Curriculum Committee for the academic year 2015-2016? If yes, please describe briefly what new curriculum is planned and the rationale for the new curriculum. Please provide any data which supports your reasons for the new curriculum. Include a discussion of how the changes will improve student learning.

[Click here to enter text.](#)

5. General Program Planning

Use this area to describe any program plans, initiative, or objectives your program wishes to accomplish in 2015-16 and their impact on student learning or the student experience. Focus on what the plans are and how they are to be accomplished (not resources needed).

No major changes outside of those listed above.

IV. Resource Requests for AY2015-16

Complete all areas that apply to your program's resource needs for 2015-16 (**not all areas apply to all programs**).

For each request, in the rationale section:

- Describe how meeting this request will improve student learning or the student experience.
- Provide any data or evidence which supports this request.

A. Enrollment Management

1. Request: New FTEF. Indicate amount being requested.

We will be requesting one additional DE section, so .20 FTEF for the next academic year.

2. Rationale for request(s).

This is a highly productive course for the summer which meets the guidelines set forth by the CEMC for growth for the next academic year.

B. Human Resources

1. Request: New or replacement faculty position(s).

No

2. Rationale for faculty position request(s).

N/A

3. Request: Classified staff position(s) (for example, new or replacement classified staff position(s) or increasing classified hours/position level).

N/A

4. Rationale for classified staff position request(s).

N/A

C. Financial

1. Request: Maintenance of, or increase in, existing program budget (e.g., for supplies, etc.).

A budget for 500 per year for the geography program is needed. The current budget is zero. This is in addition to the already allocated money for the yearly update for the GIS software.

2. Rationale for financial request(s).

We need to updates maps, videos, etc.

D. Technology (software only – discuss hardware in section E)

1. Request: Upgrade existing software or purchase new software.

Must update ArcGIS yearly. This is required for the program

2. Rationale for technology request(s).

It is required for the course.

E. Facilities, Equipment (include technology hardware), and Supplies

1. Request: Renovation or upgrade of existing facilities or new facilities.

The computers in the GIS lab must be updated regularly

2. Rationale for facilities request(s).

The new software must keep up with updated hardware.

3. Request: Upgrading of existing equipment or purchase of new equipment.

See comments under number 1

4. Rationale for equipment request(s).

See comments under number 2

5. Request: New supplies

NA

6. Rationale for supplies request(s).

NA
