



# Instructional Annual Program Review Update Form

## BACKGROUND:

Program Review (PR) is an integral part of the campus planning process. As programs and areas monitor their progress on the current comprehensive four-year program review, changes in need and scope can be expected. This PR Update Form is designed to outline and request modifications to the current program review that occur between comprehensive four-year review cycles, as needed.

Examples of a requested change include new information such as action plans, outcomes modifications, personnel changes, technology needs, and capital expenditures requirements. As programs and areas monitor their progress on the previous comprehensive four-year program review, the form provides the basis to suggest a change in plans and processes to improve student success and institutional effectiveness.

## DIRECTIONS:

This form shall be completed annually by ALL instructional programs.

- All instructional programs must submit their Annual Program Review Update Form to their dean or manager by **Monday, March 6**
- All deans or managers will forward the completed form to the Program Review Committee Chair by **Monday, March 13**.

## SUBMISSION:

Program: Manufacturing Division: Technology and Engineering Date: 2-27-23

We have reviewed our most recent self-study and **have not identified** any significant changes that necessitate resource requests for the upcoming academic year. *(Complete only pages 1 and 2)*

We have reviewed our most recent self-study and **have identified** significant changes that necessitate additional resource requests, which are attached in our submission. *(Complete the entire form)*

Program Signature(s): \_\_\_\_\_ Printed Name: George Bonnard

Program Signature(s): \_\_\_\_\_ Printed Name: Dan O'Brien

Program Signature(s): \_\_\_\_\_ Printed Name: Dan Carter

Program Signature(s): \_\_\_\_\_ Printed Name: Will Daniels

Program Signature(s): \_\_\_\_\_ Printed Name: Brendon Kirby

Program Signature(s): \_\_\_\_\_ Printed Name: Jordan Maxwell

PPRC Endorsement: Yes  No

## Part 1: Review of Data

### Institution Set Standards (ISS)

1. Use the data provided by the Office of Institutional Effectiveness (OIE) to review your course completion and success rates and provide a comparison to the Institution Set Standards for course completion and success rates.

You can access your program's ISS here: [ISS Documents](#); Alternately, if you have access to Tableau, you can access the data here: [Tableau ISS Data](#).

**Response:** The following courses seem to indicate either “Below Standard” or “Warning” or both listed under the Course Success and Completion by Course for AY 2021/2022:

(Explanations are given for each course as to possible reasons why the Success and Completion rates by course are at “Below Standard” or “Warning” or both.)

- DRAF 140 F-Indicates “Below Standard” for both Success and Completion rates. For all DRAF courses, the students typically get overloaded by taking too many classes at a time. As the semester wears on, the students realize they are in over their head and the first course they drop is the CAD courses because they require more time to complete the assignments than a lot of other courses. Most students seem to be taking 4-5 courses at a time and this is indicative of why they are not completing or dropping the courses or doing poorly in the course.
- DRAF 171 F- Indicates “Below Standard” for both Success and Completion rates. For all DRAF courses, the students typically get overloaded by taking too many classes at a time. As the semester wears on, the students realize they are in over their head and the first course they drop is the CAD courses because they require more time to complete the assignments than a lot of other courses. Most students seem to be taking 4-5 courses at a time and this is indicative of why they are not completing or dropping the courses or doing poorly in the course.
- DRAF 173 F- Indicates “Warning” for Success rates. For all DRAF courses, the students typically get overloaded by taking too many classes at a time. As the semester wears on, the students realize they are in over their head and the first course they drop is the CAD courses because they require more time to complete the assignments than a lot of other courses. Most students seem to be taking 4-5 courses at a time and this is indicative of why they are not completing or dropping the courses or doing poorly in the course.
- DRAF 944 F- Indicates “Warning” for Completion rates. For all DRAF courses, the students typically get overloaded by taking too many classes at a time. As the semester wears on, the students realize they are in over their head and the first course they drop is the CAD courses because they require more time to complete the assignments than a lot of other courses. Most students seem to be taking 4-5 courses at a time and this is indicative of why they are not completing or dropping the courses or doing poorly in the course.
- MACH 103 F- Indicates “Warning” for Completion rates. This is one of the capstone courses for the Machine Technology Level I and II certificate which is difficult to complete. Students who do not complete this course with a passing grade take the course again.
- MACH 110 F- Indicates “Warning” for Success rates and “Below Standard” for Completion rates. This course teaches the basics of CNC operation and set-up. This skill is in high demand and students often times find employment and go to work immediately. Many times, students indicate to the faculty that they do not finish the course due to working hour conflicts with overtime

- MACH 115 F- Indicates “Below Standard” for both Success and Completion rates. This course teaches the basics of CNC Parts (manual) programming. This skill is in high demand and students often times find employment and go to work immediately. Many times, students indicate to the faculty that they do not finish the course due to working hour conflicts with overtime.
- MACH 152 F- Indicates “Below Standard” for Success rates. This course teaches Advanced CNC Programming using the Mastercam software. Mastercam is a very popular software in the manufacturing arena. Individuals must master the basics first before advancing to the next course. This course is one of two courses that are required for a mini certificate in Mastercam. Hence, the advanced course is a difficult course that requires attention to detailed assignments. Students often find themselves trying to find the time to complete the assignments in order to obtain a “C” grade or better.
- MACH 180 F- Indicates “Warning” for Success rates. Indicates “Warning” for Success rates. This course teaches the fundamentals of measuring using standard metrology tools. Many times, students indicate to the faculty that they do not finish the course due to working hour conflicts and overtime requirements.
- MACH 182 F- Indicates “Below Standard” for Success rates. This course is an introduction to Romer Arms and is the first time that students are exposed to alignments and specialized tools and software that can only be used on campus. If students are unable to attend class due to work commitments, students quickly fall behind thus the “Below Standard” for Success rates.
- MACH 185 F- Indicates “Below Standard” for both Success and Completion rates. This course is an applications course and looks at the Romer Arm, CMM and introduces reverse engineering. Students need to use specialized software and equipment that can only be accessed when on campus. If students are unable to attend class due to work commitments, students are unable to fulfill the course requirements thus the “Below Standard” for Success rates and Completion rates.
- TECH 080 F- Indicates “Below Standard” for Success rates. The TECH 080 F is below standard because students typically take from the course what they need and then drop. (It's an only prep class for the FAA Exam). More engagements have been added and this number should increase in the next few semesters.
- TECH 081 F- Indicates “Below Standard” for both Success and Completion rates. This course requires extensive homework and out-of-class individual or group study in mathematics. Many students who take this course are also working and enrolled in other classes and may not fully understand the necessary time commitment prior to enrolling. Students who persist often earn high grades and meet learning outcomes.
- TECH 151 F- Indicates “Below Standard” for Completion rates. There were a lot of “Ws” during the Covid pandemic for various reasons. The low enrollment numbers along with the drops during these semesters affected our Course Completion rates overall. Current enrollment for this course seems to have increased and student engagement has increased as well.
- TECH 165 F- Indicates “Warning” for Completion rates. This course required a lab which was not available when this course was offered during that academic year. Currently, a lab area has been obtained and enrollment and engagement have increased.

## Course Success and Completion by Course

Course	Enrollments	Avg. Success	Success Standard	Avg. Completion	Completion Standard
DRAF 101 F	71	74.6%	+	83.1%	+
DRAF 140 F	43	51.2%	Below Standard	65.1%	Below Standard
DRAF 141 F	20	80.0%	+	85.0%	+
DRAF 143 F	10	90.0%	+	100.0%	+
DRAF 171 F	27	59.3%	Below Standard	74.1%	Below Standard
DRAF 173 F	25	64.0%	Warning	80.0%	+
DRAF 944 F	37	67.6%	+	78.4%	Warning
DRAF 945 F	8	75.0%	+	87.5%	+
MACH 101 F	51	82.4%	+	86.3%	+
MACH 102 F	12	66.7%	+	100.0%	+
MACH 103 F	8	75.0%	+	75.0%	Warning
MACH 110 F	26	61.5%	Warning	61.5%	Below Standard
MACH 115 F	9	44.4%	Below Standard	66.7%	Below Standard
MACH 116 F	41	85.4%	+	92.7%	+
MACH 120 F	4	75.0%	+	100.0%	+
MACH 140 F	8	87.5%	+	87.5%	+
MACH 150 F	24	79.2%	+	87.5%	+
MACH 152 F	10	50.0%	Below Standard	90.0%	+
MACH 180 F	19	63.2%	Warning	84.2%	+
MACH 182 F	15	53.3%	Below Standard	86.7%	+
MACH 184 F	3	100.0%	+	100.0%	+
MACH 185 F	7	42.9%	Below Standard	71.4%	Below Standard
METL 192 F	39	84.6%	+	94.9%	+
TECH 080 F	20	55.0%	Below Standard	85.0%	+
TECH 081 F	33	57.6%	Below Standard	60.6%	Below Standard
TECH 108 F	32	75.0%	+	93.8%	+
TECH 127 F	27	100.0%	+	100.0%	+
TECH 150 F	38	89.5%	+	94.7%	+
TECH 151 F	30	70.0%	+	73.3%	Below Standard
TECH 158 F	12	100.0%	+	100.0%	+
TECH 165 F	14	78.6%	+	78.6%	Warning
TECH 199 F	13	92.3%	+	92.3%	+
WELD 091AF	49	93.9%	+	95.9%	+
WELD 091BF	46	82.6%	+	93.5%	+
WELD 091CF	36	94.4%	+	97.2%	+
WELD 091DF	30	76.7%	+	80.0%	+
WELD 096 F	12	75.0%	+	83.3%	+
WELD 098 F	14	78.6%	+	92.9%	+
WELD 100 F	99	79.8%	+	92.9%	+
WELD 120 F	26	84.6%	+	96.2%	+

- If your program meets or exceeds the standard for completion and success, to what do you attribute your success? If your program does not meet this standard, please examine the possible reasons, and note any actions that should be taken, if appropriate.

**Response:** All programs listed below seem to be at an acceptable level. No corrective action would be deemed necessary at this time. Although the program enrollment numbers seem to be a little low as compared to pre-pandemic enrollment levels, recruiting efforts seem to be making a difference.

## Instructional Program Review Annual Update Data AY 2021/2022

### Manufacturing

#### Course Success Institution-Set Standard

Below Standard: Less than 61.2%  
Warning: Between 61.2% and 64.6%  
+: Above 64.6%

#### Completion (Retention) Institution-Set Standard

Below Standard: Less than 74.5%  
Warning: Between 74.5% and 78.6%  
+: Above 78.6%

#### Course Success and Completion by Program

Subject	Enrollments	Avg. Success	Success Standard	Avg. Completion	Completion Standard
DRAF	241	67.6%	+	78.8%	+
MACH	237	72.2%	+	84.4%	+
METL	39	84.6%	+	94.9%	+
TECH	219	78.1%	+	85.4%	+
WELD	312	84.0%	+	92.6%	+

#### **Institutional Student Learning Outcomes (ISLOs)--Do Not Complete Spring 2023**

#### **All programs will compare their CSLO attainment to the Global Awareness ISLO.**

- Describe your program's participation in assessment of Institutional Student Learning Outcomes (ISLO's). Specifically, how does your CSLO attainment, for the courses that are mapped to the Global Awareness ISLO, compare to Fullerton College's ISLO attainment?
- Does the SLO data show significant achievement gaps among demographic groups in your program? If so, where are the gaps and what steps can your program take to shrink them? If not, to what do you attribute your success in minimizing the achievement gap?

**Response:** No action necessary at this time.

## **Part 2: Additional Resource Request Reasoning and Support**

**Request Justification** (Note: Expand all areas as needed to support your resource request)

Briefly summarize your new / modified resource request. Is it imperative that this resource request be processed now rather than during the next comprehensive program review?

1. If the Resource Request is personnel-related, include support and associated details/data in support of this request.
2. How will this additional resource allocation specifically enhance your program's services, activities, processes, etc. to continue or improve student learning and achievement?
3. How will this resource enhance your area or program? Have you considered the College Mission or Strategic Initiatives, physical/organizational restructuring, and or your program's goals for improvement, as stated in your last program review?

**Provide any additional information that supports your request in the space below. Expand as necessary.**

**Response: No changes to previous request or Program Review data at this time.**

### Part 3: Resource Request Funding

**Directions:**

- Complete and submit this section ONLY if you have a NEW resource request
- Each NEW resource request must include the associated justification (Page 3).
- Complete as many resource requests, as necessary. Support each resource request with appropriate and relevant detail (Page 3).

**Submission:**

Requested by: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Division: \_\_\_\_\_ Department: \_\_\_\_\_ Total Requested \$: \_\_\_\_\_

This request is intended as an update to a previously submitted program review. List and provide the cost to implement this request. Describe equipment location and include a description of additional space or maintenance, if needed.

Type of Resource	Requested Dollar Amount	Potential Funding Source
Personnel		
Facilities		
Equipment		
Supplies		
Computer Hardware		
Computer Software		
Training		
Other		
<b>Total Requested Amount:</b>		

**Approval:**

Dean: Signature/Approval:  \_\_\_\_\_

Date: 3-12-2023

Rank (if appropriate): Dean Priority Ranking: 6 of 10

**Response:** No changes to previous request or Program Review data at this time.

# Instructional Program Review Annual Update Data AY 2021/2022

## Manufacturing

### Course Success Institution-Set Standard

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**Warning:** Between 61.2% and 64.6%  
**+:** Above 64.6%

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**Below Standard:** Less than 74.5%  
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