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 Friday, December 2, 2022.
- All deans or managers will forward the completed form to the Program Review Committee Chair by Friday, December 9, 2022.
- A sample update form that includes a review of data section is available here:

SUBMISSION:

Program: Printing Technology   Division: Technology & Engineering   Date: 11/28/2022

☐ 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): _Benjamin Cuatt_   Printed Name: _Benjamin Cuatt_

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.

   > Printing Technology is recovering well from the COVID-19 campus closure, as seen in course completion and success rates. The 2021-2022 academic year saw a dramatic increase from the previous years. The current success rate is well above acceptable with a success rate of 92.8% and a completion rate of 95.7%. This is a remarkable recovery from the 70.2% success and 75% completion from 2020..

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.

   > This dramatic increase can be largely attributed to the return to the high-quality instruction Printing Technology provides. The department faculty's commitment to hands-on learning and individualized instruction has been a key factor in our retention and completion rates, and has historically minimal achievement gaps across the campus demographic.

   > Additionally, many students had made use of the EW option to retake the classes when hands-on lab access suspended for COVID, lowering our success rate while we were teaching remotely. The return to campus has allows our faculty to focus our efforts back on providing the best hands-on learning in our field.

Institutional Student Learning Outcomes (ISLOs)

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

1. 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?

   Printing Technology participates in the college's ISLOs in several categories, but is not currently mapped to the Global Awareness ISLO as our curriculum is more practical skill based.

2. 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?

   > Our data shows no discernable achievement gaps among demographic groups. All show very similar high success rates. I attribute our non-traditional teaching style that emphasizes tangible experience and laboratory use. Students learn the theory of our discipline by putting it into practice themselves.

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?

After 39 years of service to the teaching profession, Dennis Howey retired in June of 2018. There is a strong need to replace this full-time teaching position. This will provide the staffing needed to keep the Printing Technology Program at a level that will provide a quality instructional experience.

The Printing Technology department requires two full-time faculty to operate at maximum efficacy. The responsibilities of maintaining the lab equipment, researching new technology, maintaining relationships with industry, suppliers, and vendors, as well as the normal academic operation of the department such as curriculum, SLOs, and administrative duties, not to mention the ever-present task of recruitment necessitate a second team member.

The Printing Technology department excels at serving our campus' diverse student body, and decreases the achievement gap for underserved populations. Returning the Print Department to normal staffing levels would expand our reach and available human effort.

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.

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	HR/PERSONNEL	District
Facilities		
Equipment		
Supplies		
Computer Hardware		
Computer Software		
Training		
Other		
Total Requested Amount:	HR/Personnel	

Approval:

Dean: Signature/Approval:_____ Date: 3-12-2023

Rank (if appropriate): Dean Priority Ranking: _4_ of _10_