Instructional Annual Program Review and Planning Update Form Fall 2024

## BACKGROUND:

**Program review 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 Annual 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.**

## SUBMISSION:

**Program:**

Anthropology

**Principal Author(s):**

Karen Markley

**Dean:**

Jorge Gamboa

**Submission Date:**

11/27/2024 7:44:10 PM

**Author Signature:**

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| Electronically signed by David Jacobsen on 11/27/2024 5:38:04 PM |

**Manager Signature:**

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| Electronically signed by Jorge Gamboa on 11/27/2024 7:44:10 PM |

# Part 1: Review of Data

## Use the data provided by the Office of Institutional Effectiveness (OIE)--[available in August 2024](https://fullcolledu-my.sharepoint.com/:f:/g/personal/dberumen_fullcoll_edu/Ejn54PAVVhJLqimOjiLWBBYBPkPdoZEFZxZtScvvyibo6A)--to review your program completion and success rates and compare them to the Institution Set Standards for course completion and success rates. Then, answer these questions:

1. **Where your program meets or exceeds the college-wide standard for completion and success, to what do you attribute your success?**

According to the 2024 data provided, our department meets the Completion Rate Set Standard (74.0%) for all groups. Pacific Islander (9 students at 88.9% completion), Asian (295 students at 79.7%), Black/African American (91 students at 82.4% completion), Filipino (11 students at 81.1%) Latinx (1,853 at 85.8% completion), Native American (4 students at 100.00%), Two or More (274 students at 86.5.0% completion), Unknown/Decline to State (60 students at 93.3% completion), and White (552 students at 81.7% completion). Our highest three Average Completion rate groups were: 1. Native American (4 students at 100% completion), 2. Unknown/Decline to State (60 students at 93.3% completion), and 3. Filipino (11 students at 90.9% completion).

Our department Average Completion rate is 85.4%, which is higher than the Completion Set Standard rate (74.0%) and very close to the Completion Aspiration Goal rate of 86.7%.

According to the data provided, our department exceeds the Success Set Standard rate of 62.0%, Our department’s Average Success rate is 70.3%. Our Average success rate is closer to the Success Rate Aspiration Goal of 78.3%.

Out of the 9 groups that represent our department, 8 out of the 9 exceed the Success Rate Set Standard. They are: Asian, 295 students at 79.7.3%, Filipino, 11 students at 81.8%, Latinx, 1,853 students at 68.5%, Native American, 4 students at 100.0%, Pacific Islander, 9 students at 66.7%, Two or More, 274 students at 73.0%, Unknown/Decline to Answer, 60 students at 76.7%, and White, 552 students at 70.7%. Black/African American with 91 students scored at 60.4%, which is very close to the Success Rate Set Standard.

Our department’s average success rate is 70.3%, which is higher than the Success Rate Set Standard of 62.0%.

The majority of groups not only exceed the Success Rate Set Standard but they are also closer or exceed the Success Rate Aspirational Goal. Our department is on-course for approaching the Success Aspiration Goal rate of 78.3%. The majority of our highest Average Success and Average Completion rates are centered around honors courses. Other courses such as Anthropology Lab, Introduction to Archaeology, Cultural Anthropology, and Celtic Cultures also had high Average Success and high Average Completion rates. We attribute high success in these courses due to the mode of instruction, in which most are taught in-person or hybrid.

1. **Where your program does not meet this standard, please examine the possible reasons and note any actions that should be taken, if appropriate.**

The majority of our courses will meet and/or exceed the Completion Rate Set Standard (74.0%), with the exception of our Anth-107 course (69.9%) and Anth-211 course(62.5%). The majority of our courses will meet and or succeed the Success Rate Set Standard (62.0%), with the exception of Anth-107, which is lower at 53.9% and Anth-109 which is also lower at 54.5%. The differences and lower completion rate Anth-107 and Anth-109 may due to course type (online versus in-person). Anth-107 was taught both in person and online, which may result in a lower completion rate, due to the mode of instruction (In-person courses had higher completion rates). Unfortunately, the data provided does not separate course data statistics based on mode of instruction. As a department, we feel it would be helpful to examine the data separately in order to help us understand the disparity between the two standards. Our Average Success rate number may be lower due to online courses, in which students may complete the course, but they do not complete critical coursework, which will contribute to a lower Average Success rate (for both Anth-107 and Anth-211). We will continue to work on improving the Success Rate Set Standard and Average rates for courses offered.

1. **Compare your data analysis in questions 1 and 2 to the review of data in your 2023 Annual Program Review update (available on the** [**Program Review and Planning Committee**](https://committees.fullcoll.edu/program-review/) **website). Are there significant changes? Do you notice any patterns from year to year?**

In comparison to our previous 2023 review, our overall course completion rate is almost identical, and our Average Success Rate is higher this year. We noted a higher or similar Average Success Rate and Completion Rate for the majority of courses offered for all surveyed groups. The Completion and Success Rate for course Anth-107 is similar to our previous Program Review.

# Part 2: Additional Resource Request Reasoning and Support

**We have reviewed our most recent self-study and have not identified any significant changes that necessitate resource requests for the upcoming academic year.**

**We have reviewed our most recent self-study and have identified significant changes that necessitate additional resource requests.**

**For programs that have identified significant changes that necessitate additional resource requests, answer the following questions for each separate resource request:**

1. **Briefly describe your resource request.**

We would like to request one-time funding for a trip to the San Diego or L.A. Zoo for students who would like to participate and to meet a required segment of the curriculum for all Biological Anthropology Labs and Lectures. This would be a minimum of 60 students and a maximum of 300. We would like to offer transportation for students who need it by renting a bus for at least 60 people.

The amount we are requesting is as follows:

Entrance tickets to the zoo for 300 students at an educational discount rate of $20 per student, for a total of $6,000 per semester. Bus transportation fees to and from the Zoo is $2,500 for the semester.

1. **Is this request related to an essential safety need?**

No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

It is imperative that we offer this to our students immediately as they must meet this part of the curriculum, and many are facing challenges (both financially and in terms of transportation availability) in order to complete this. Over the years, students have really benefited from this resource, and according to our student demographics (see Institutional Commitment to Diversity Report), almost 80% of our students are either at or lower than the poverty line. This makes it very difficult for them to pay the transportation fees and entrance to these sites (approximately $80 minimum).

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

Part of the Biological Anthropology curriculum covers primatology and students learn valuable lessons and make connections by visiting local zoos. We are very fortunate to have two world-class zoos nearby and both offer educational discounted fees for groups, however they require all students to arrive together, which makes it extremely difficult when students drive themselves. Being able to provide the entrance tickets and a bus would help make this possible for students to participate and enhance their learning without causing them more stress and expenses.

**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**

No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

This additional resource would help support the college mission of “advancing student learning and achievement by developing flexible pathways for students and fostering a supportive and inclusive environment for students to be successful learners, responsible leaders, and engaged community members” by providing excellence in education and taking the students out to the community and furthermore, promoting students’ analytical/critical thinking skills. The anthropology department’s goals include the application of anthropological skills and practical experience that provide students with lifelong learning tools needed to navigate the globalized world.

**For each separate resource request, complete this chart with details of the request:**

|  |  |
| --- | --- |
| **Type of Resource** |  |
| Personnel |  |
| Facilities |  |
| Supplies |  |
| Computer Hardware |  |
| Computer Software |  |
| Training |  |
| Other | We would like to request one-time funding for a trip to the San Diego or L.A. Zoo for students who would like to participate and to meet a required segment of the curriculum for all Biological Anthropology Labs and Lectures. This would be a minimum of 60 students and a maximum of 300. We would like to offer transportation for students who need it by renting a bus for at least 60 people.  The amount we are requesting is as follows:  Entrance tickets to the zoo for 300 students at an educational discount rate of $20 per student, for a total of $6,000 per semester. Bus transportation fees to and from the Zoo is $2,500 for the semester. |
| **Total Requested Amount:** | $ 17,000 |

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| --- |
| **Is the funding requested ongoing or one-time funding?**  One-time funds |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)  Yes |

**For each separate resource request:**

1. **Briefly describe your resource request.**

We would like to request one-time funding for standing cabinets to store laboratory specimens. We request a minimum of 5 cabinets and maximum of 8 cabinets. The amount we are requesting is as follows: Laboratory cabinets, which range in price and size from: $750-1,900, with a total of $3,750-12,200.

1. **Is this request related to an essential safety need?**

No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

Currently our lab storage space is very limited. Space limitations make it difficult for instructors to set up and deconstruct lab materials in a reasonable amount of time and in a safe manner (some specimens are real bone and are very delicate). These constraints ultimately take away time that could be allocated to our students. Despite continuous efforts to maximize the limited space we have, our number of laboratory specimens has outgrown our current storage. We currently do not have enough storage space to adequately and safely store laboratory materials/specimens.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

The Fullerton College Anthropology Department has a prosperous and thriving program as seen in the evidence and data analyses provided in this review and previous reviews. Over the past six to eight years, we have noticed an increase in demand for both Biological Anthropology lecture and lab (especially lab). We have modified our course offerings and worked on improving both the lab inventory and instructional pedagogy to better prepare students for transfer and job market careers/goals. In addition, through a variety of classroom surveys, students expressed appreciation for student-centered learning activities involving lab materials (like hominin skulls, fossils, stone tools, etc.), therefore we have greatly increased our laboratory materials/specimens in order to meet the ever-growing needs of our student population. Additional storage space will allow us to properly store laboratory specimens in a safe manner and expand our inventory in the future as demand for our courses increase. In addition, extra storage space also allows us to gauge future course development involving laboratory specimens (i.e., Biological Anthropology lab, Forensic Anthropology and Archaeology lab). As a department, we emphasize practical experience; all of which contribute to student success.

**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**

No

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

These additional resources would help support the college mission of “advancing student learning and achievement by developing flexible pathways for students and fostering a supportive and inclusive environment for students to be successful learners, responsible leaders, and engaged community members” by providing excellence in education and taking the students out to the community and furthermore, promoting students’ analytical/critical thinking skills. The anthropology department’s goals include the application of anthropological skills and practical experience that provide students with lifelong learning tools needed to navigate the globalized world

**For each separate resource request, complete this chart with details of the request:**

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| --- | --- |
| **Type of Resource** |  |
| Personnel |  |
| Facilities |  |
| Supplies | We would like to request one-time funding for standing cabinets to store laboratory specimens. We request a minimum of 5 cabinets and maximum of 8 cabinets.  The amount we are requesting is as follows:  Laboratory cabinets, which range in price and size from: $750-1,900, with a total of $3,750-12,200. |
| Computer Hardware |  |
| Computer Software |  |
| Training |  |
| Other |  |
| **Total Requested Amount:** | $3,750 - $12,200 |

|  |
| --- |
| **Is the funding requested ongoing or one-time funding?**  One-time funds |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)  No |

**For each separate resource request:**

1. **Briefly describe your resource request.**

We would like to request the hiring of a full-time faculty member to teach Biological Anthropology Lecture and lab courses.

1. **Is this request related to an essential safety need?**

No

**Why must this resource request be processed now rather than during the Fall 2025 comprehensive self-study?**

Our department has been successful in great part due to the dedication and hard work of faculty (both adjunct and full time). We have been able to grow and maintain a large department, which is taught 80%+ by adjuncts and where full-time faculty teach an overload each semester. Physical Anthropology Lecture and Lab have the highest demand in our department. Both of these classes are in high demand because they are transferable as science credit classes to both the CSU and UC system. In addition, these classes also serve as the basis to many career paths. For example, the medical field, social service departments, etc. Over the last few years, we have expanded the number of lab sections and class times in order to meet the ever-growing needs of our student population. We currently do not have enough instructors who are qualified to teach the lab.

**How will this additional resource allocation specifically enhance your program’s services, activities, processes, etc. to continue or improve student learning and achievement?**

Teaching the Physical Anthropology Lab class requires the instructor to have a working background knowledge in osteology, primatology, hominin evolution and laboratory methods/specimen care. Lab oversight also requires a variety of skills pertaining to the identification of various artifacts, human and animal bones, bone fragments, and laboratory analysis procedures. An additional full-time faculty member, one who is qualified to teach the lab, has the necessary skills relevant to laboratory procedures and handling of specimens, and one who is familiar with the proper laboratory storage and care of specimens (including real bone) is needed. In addition, we also anticipate courses in Forensic Anthropology, Medical Anthropology, Race and Ethnicity, and Cultural Resource Management as key areas in which curriculum development may be generated, which in turn will require the hiring of an additional full-time faculty member, and one who is familiar with laboratory handling and procedures

**Is the resource request personnel-related? If so, please provide evidence to justify the requested positions such as retirements, program growth or curricular demands, full-time/adjunct ratios, etc.**

Teaching the Physical Anthropology Lab class requires the instructor to have a working background knowledge in osteology, primatology, hominin evolution and laboratory methods/specimen care. Lab oversight also requires a variety of skills pertaining to the identification of various artifacts, human and animal bones, bone fragments, and laboratory analysis procedures. An additional full-time faculty member, one who is qualified to teach the lab, has the necessary skills relevant to laboratory procedures and handling of specimens, and one who is familiar with the proper laboratory storage and care of specimens (including real bone) is needed. In addition, we also anticipate courses in Forensic Anthropology, Medical Anthropology, Race and Ethnicity, and Cultural Resource Management as key areas in which curriculum development may be generated, which in turn will require the hiring of an additional full-time faculty member, and one who is familiar with laboratory handling and procedures

**How will this additional resource allocation help you serve the college mission or strategic initiatives, and your program’s goals for improvement, as stated in your last self-study?**

This additional resource would help support the college mission of “advancing student learning and achievement by developing flexible pathways for students and fostering a supportive and inclusive environment for students to be successful learners, responsible leaders, and engaged community members” by providing excellence in education and taking the students out to the community and furthermore, promoting students’ analytical/critical thinking skills. The anthropology department’s goals include the application of anthropological skills and practical experience that provide students with lifelong learning tools needed to navigate the globalized world.

**For each separate resource request, complete this chart with details of the request:**

|  |  |
| --- | --- |
| **Type of Resource** |  |
| Personnel | Faculty |
| Facilities |  |
| Supplies |  |
| Computer Hardware |  |
| Computer Software |  |
| Training |  |
| Other |  |
| **Total Requested Amount:** | $85,541 - $102,055 |

|  |
| --- |
| **Is the funding requested ongoing or one-time funding?**  One-time funds |
| **Is the funding requested for**[**enrollment and reengagement activities?**](https://ie.fullcoll.edu/wp-content/uploads/sites/27/2024/05/ER-2.0-Program-Review-Guide.pdf)  Yes |