Rubric Comprehensive Program Review 2023

Instructional Discipline Template

A. Program Information

Narrative Criteria

The Program Mission Statement
- clearly states the purpose of the program
- indicates the primary function
- indicates the activities of the program
- describes the programs' aspirational goals for the future and what the program hopes to achieve
- reflects the program's priorities and values
- indicates who the students and/or stakeholders are
- is aligned to the college mission statement
- is clear and concise

☑ Meets Expectations

☐ Needs Improvement

Feedback

> A new college mission statement was approved by the college and the BOT in Fall 2023. Please review the program mission statement to align with the college mission statement: https://foothill.edu/2030-foothill/mission-review-committee.html

B. Enrollment Trends

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑ Meets Expectations

☐ Needs Improvement

Narrative

☑ Meets Expectations

☐ Needs Improvement

Feedback

> Productivity: Need additional context on "the program faculty are no longer..." Does the unit load for clinical course need to be adjusted? Are there specific courses that require more load than assigned? We applaud the program for being aware of how cohort size can affect productivity and the action plan for student retention.
>
> FTES: We appreciate the explanation about the cohort program and the enrollment over a two year period which explained the drop in 2023. We recognize the number of students admitted may not be within the control of the program due to the number of clinical sites. It is important for the college to recognize the need to support the program in clinical partnerships (clinical instructor meetings and end of year celebration).

Sections: We encourage continued conversation in collaboration with DMS. The program mentioned there are continuing education courses that has never been taught. More context would be appreciated since community education would be a possible growth opportunity for this program.

C. Enrollment by Student Demographics

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑   Meets Expectations

☐   Needs Improvement

Narrative

☑   Meets Expectations

☐   Needs Improvement

Feedback

We recognize the need for more support in the area of a program coordinator to facilitate the application process to ensure a more diverse applicant pool and enrollment in 200L. Given that the program is lottery based, outreach is the only means by which to bring more diversity to the program, and this outreach work necessitates a program coordinator.

It was noted that sections offered of 200L are limited due to "clinical capacity," and we would like more explanation about the factors limiting course offering for 200L.

D. Overall Student Course Success
Click the link below to view the program's Course Success by Modality data

https://foothilldeanza-my.sharepoint.com/:f:/g/personal/10771097_fhda_edu/EvAWlA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_TA?e=LjaKXc

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑   Meets Expectations

☐   Needs Improvement

Narrative

☑   Meets Expectations

☐   Needs Improvement

Feedback

The program's high course success rate is commendable. The RT200L prerequisite likely contributes to assembling a student population that is dedicated to their own success, and program practices such as embedded tutoring, supplemental instruction, and weekly access to faculty support surely also contribute to the high course success rate. Additional part-time faculty and supplemental instruction hours would be valuable in sustaining and perhaps increasing the course success rate.

E. Disproportionate Impact

Click the link below to view the program's Disproportionate Impact data

https://foothilldeanza-my.sharepoint.com/:f:/g/personal/10771097_fhda_edu/EvAWlA883IZEvnoRGBXt4RkBzT8NbCHSRANRq3TVkHj_TA?e=LjaKXc

Data Criteria

- The data shows that the program is making progress towards accomplishing their goals (The data is in alignment with the program's goals).

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Data

☑   Meets Expectations

☐   Needs Improvement

Narrative

☑   Meets Expectations

☐   Needs Improvement

Feedback

The program makes a good point: the data represents just one student. When only one student represents the entire population of an ethnicity in a program, their struggles can have an outsized impact on the performance data. The data does not reflect the overall performance of the students in the program.

F. Regular and Substantive Interaction

Narrative Criteria

The narrative response...
- aligns with data
- is informed by data
- is within the control of the program
- has measurable outcomes

Narrative

☑   Meets Expectations

☐   Needs Improvement

Feedback

The use of required, weekly VoiceThread assignment for students along with individualized instructor feedback

represents regular and substantive interaction for the hybrid courses offered by the program.

G. Summative Evaluation

Overall, the Comprehensive Program Review

☑   Meets Expectations

☐   Needs Improvement

Feedback

Excellent comprehensive program review that highlights areas of support needed from the college (clinical coordinator, wrap-around services for students, dedicated program coordinator, marketing/outreach, and faculty recruitment/retention).

This form is completed and ready for acceptance.

Career and Technical Education Programs Rubric 2023
A. Re-Accreditation Information
2. Did the program maintain accreditation?

☑   The program was reaccredited and received commendations or citations or recommendations - Meets Expectations

☐   The program was put on probation - Needs Improvement

5. What actions has the program taken to address the accreditation citations/recommendations? What barriers has the program faced in implementing improvements?

Did the program make the required improvements?

☐   The program was able to take actions and received the needed support to take the actions - Meets Expectations

☐   The program was not able to take actions to improve because it did not get the support needed from the college - Needs Some Improvement

☐   The program had the needed support to take actions but did not act or is limited in direction from the accreditor to take actions - Needs Major Improvement

☑   Not Applicable (The program did not receive recommendations)

Feedback

> The program updated the pregnancy policy, radiation protection policy, and submitted evidence of the faculty evaluation process was completed.

B. Advisory Board
1. Did the program hold an annual advisory board meeting each year of the five-year cycle?
2. Did the program submit the advisory board meeting minutes each year of the five-year cycle?
3. Did the program include the web address/link to the online minutes?

☑   Yes the program held an annual meeting of the advisory board and submitted the minutes - Meets Expectations

☐   No, the program did not hold an annual meeting of the advisory board and/or did not submit the minutes - Needs Improvement

4. Were there any advisory board commendations/special mentions identified?

☑   The program received commendations - Meets Expectations

☐   Not Applicable

5. Are there any identified actions for improvement or recommendations based on feedback from the program's advisory board?
6. What actions has the program taken to address recommendations made by the Advisory Board? What barriers has the program faced in implementing improvements?

☑   The program was able to take actions or investigate the recommendations and received the needed support to proceed - Meets Expectations

☐   The program was not able to take actions or investigate because it did not get the support needed - Needs Some Improvement

☐   The program had the needed support to take actions but did not act or is limited in direction from the advisory board to take actions - Needs Major Improvement

☐   Not Applicable (The program did not receive recommendations)

Feedback

> The graduates are well prepared. The recommendation from the Advisory Committee was more student preparation on c-arm / OR education. The C-arm equipment was purchased and changes have been implemented to help students be successful.

C. Regional Labor Demand

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-labor-demand-data-2023-24.pdf

1. In the data table above, what does the regional labor demand data trend indicate?

☑ Labor demand has an upward trend or is projected to be flat - Meets Expectations

☐ Labor demand is projected to decrease - Needs Improvement

2. Describe the regional demand for labor in this sector. If the projected data trend shows no change/flat, an increase, or decrease in labor demand, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑ Meets Expectations

☐ Needs Improvement

Feedback

Data shows an increase in regional jobs total by 1% from jobs between 2016 and jobs in 2021.

D. Regional Labor Supply

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-labor-supply-data-2023-24.pdf

1. In the data table above, what does the regional labor supply data trend indicate?

☑ Labor supply has a downward trend or is projected to be flat - Meets Expectations

☐ Labor supply is projected to increase - Needs Improvement

2. Describe the regional supply for labor in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in labor supply, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑ Meets Expectations

☐ Needs Improvement

Feedback

Data shows an increase then decrease in labor supply from 2016-2021. With the lowest number in labor supply overall between 2020-2021.

E. Regional Wages

Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-regional-wage-data-2023-24.pdf

1. In the data table above, what does the wage data trend indicate?

☑ The occupational wage trend increased or stayed flat - Meets Expectations

☐ The occupational wage trend decreased - Needs Improvement

2. Describe the regional trend for wages in this sector over the last five years. If the data trend shows no change/flat, an increase, or decrease in wages, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

Data shows an increase in regional wage trend. The bay area is the location where they get compensated the best.

F. Program 13.5 Course Completion

Program 13.5 Course Completion					
Unduplicated Headcount	2017-18	2018-19	2019-20	2020-21	2021-22
Child Development	99	72	86	102	92
Dental Hygiene	47	97	99	119	114
Emergency Medical Services	100	96	82	52	41
Horticulture	50	57	44	44	26
Photography	0	0	0	0	1
Radiologic Technology	42	44	42	42	47

CTE courses offered between 2017-18 and 2021-22 that were used to retrieve completion counts include the following:
Child Development: CHLD 1, 2, 8, 50A, 50D, 51A, 54ABD, 56, 56N, 59, 63N, 71-74, 80ABC, 82, 86AB, 88, 88B, 89, 90BC, 91, 95, 53NC, 53NP.
Dental Hygiene: DH 50, 70R, 200L, 300AB, 302, 304, 305ABCD, 308, 310, 312, 314, 316AB, 318, 320ABCD, 322, 324, 326ABC, 328ABC, 330, 332, 350ABC, 352, 354, 356.
Emergency Medical Services: EMS 50, 52, 52A, 53, 53A, 60AB, 61AB, 62AB, 63AB, 64AB, 203.
Horticulture: HORT10, 15, 21-26, 30, 31, 40, 45, 52CEGH, 54ABCJKL, 55A, 60BCDFJ, 80ABCDI, 90CDGHIMPQSUVXYZ, 91AC
Photography: PHOT 4ABC, 11, 11H, 72, 74AB.
Radiologic Technology: RT 50, 51ABC, 52D, 53, 53ABCD, 54ABC, 55ABC, 61AB, 62ABC, 63, 63ABC, 64, 65, 70AB, 72, 74, 75, 200L, 53AL, 53BL, 53CL.

1. In the data table above, what does the data trend indicate about the number of students completing the 13.5 CTE units each year in the last five years within your program?

☑   The number of students completing 13.5 units increased over the 5 year period or stayed flat over the 5 year period - Meets Expectations

☐   The number of students completing 13.5 units decreased over the 5 year period - Needs Improvement

2. If the data trend shows no change/flat, an increase, or decrease in the number of students completing the 13.5 CTE units, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

The program's cohort model may be the reason why the data shows no change/flat.

G. Program Graduate Employment Rates
Click the link below to view program data.

https://foothill.edu/programreview/prg-rev-docs/cte-graduate-employment-rates-2023-24.pdf

1. In the data table above, what does the graduate employment rate indicate for certificate/degree completers (e.g., Within one year after Community College Completion)?

☑   Employment rate is between 100% and 80% - Meets Expectations

☐   Employment rate is less than 80% - Needs Improvement

2. Describe the graduate employment rate trend for both certificates and degrees. If the projected data trend shows no change/flat, an increase, or decrease, explain why.

Narrative Criteria

- aligns with data
- is informed by data
- is within the control of the program

☑   Meets Expectations

☐   Needs Improvement

Feedback

100% employment rate for all graduates seeking employment within 6-8 months of graduation

H. Summative Evaluation

Overall, the Career & Technical Education Addendum

☑   Meets Expectations

☐   Needs Improvement

Feedback

We want to acknowledge the great work the faculty are doing in preparing the students for the workforce and for being open to change that benefits the students.

This form is completed and ready for acceptance.