Cañada College

Annual Program Plan/Review Feedback Form - IPC

Program	ESL and CBET	Division	Hum SS

IPC Member(s) Reviewers	F. Austin, D. Johnson, C. Rhodes	Date Reviewed	5/8/13

The purpose of this form is to provide feedback to the Department/Program.

I. Curriculum Offerings	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. Status of curriculum updates for all courses.				√
2. Status of SLOAC for all courses.				√
3. A description of the complete curriculum offering cycle.			√	
4. A plan for necessary curriculum development.			√	

Comments/Questions:
Good idea to align ESL courses with other disciplines in learning communities. Is success and retention higher in these classes? Which disciplines are good candidates? How can ESL classes be made more attractive to ECE students who need it?

II. Program Level Data	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The data is prepared by the Office of Research and Planning and is to be attached to this document. This section should include the following:				
1. Identification of trends on data packets.				√

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2. Identification of program performance.				Good job in direct assessment.
3. Identification of PLOs (Program Learning Outcomes) assessment plan.				Applause for use of eportfolios.
4. Analysis of PLOs (Program Learning Outcomes) results.				√
Comments/Questions: Great job with getting students started with eportfolios. Continue to show the rest of the college the many ways that portfolios can be useful. Data broken down by location seems like a good idea. The numbers of Awards (EFW, ACE, PASS) are good items to include, but these would be more meaningful if previous numbers were also included, if available.				

III. Action Plan	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: This section should include the following:				
1. Reflections on Department/ Program needs and goals.				√
2. An action plan for what is to be accomplished for the next year.				√
Comments/Questions: Ambitious goals; do they all have specific actions planned to achieve them? Make sure that data will be collected to show their impact, once implemented.				

IVa. Faculty and Staff hiring needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly and with supporting data how it will serve Department/Program/Division/College needs. Information from the most recent comprehensive program should be included.				
1. Justification is consistent with accurate data.				√
2. Justification fits Department/Division/College needs.			√	
Comments/Questions: Not clear how combining the two Program Coordinator positions will be beneficial.				

IVb. Professional Development needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how it will serve Department/Program/Division/College needs				
Justification is consistent with Department/Program needs.		√		
Comments/Questions: Think more broadly about professional development, beyond eportfolios.				

IVc. Classroom and Instructional Equipment needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs including Item description, Number of Items, Total Cost				
1. Complete source/cost information (item description, suggested vendor,				√

1. Complete source/cost information (item description, suggested vendor, number of items, total cost).			√	
2. Justification is consistent with Department/Division/College needs (uses previous program plan information).			√	
Comments/Questions:				

IVd. Office of Planning, Research & Student Success data needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs.		√		
Comments/Questions: Good luck with this request. We would all like to have this type of information.				

IVe. Facility needs	Incomplete information	Complete information, some analysis	Complete information, analysis	Complete information, analysis, plan
Guidelines: The request should explain clearly how the request will serve Department/Program/Division/College needs.				
Justification is consistent with Department/Division/College needs.				√
Comments/Questions: Plenty of justification for this facility. Keep working with the Master Plan folks.				

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Other/General Comments:

Applause for all your work with Course SLOs for all of these courses. Justification for an ECE lab was quite extensive. Why was only one FT faculty involved in the preparation (analysis and planning) of this report? Kudos for believing in the value of SLOAC as a way to improved learning, and your willingness to jump on board with eportfolios.

IPC Co-Chair Signature _Carol Rhodes_   **Date** 5/20/2013

VPI Co-Chair Signature _____   **Date** 5/20/13