



Program Review

Purpose

“Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices” – Academic Senate for California Community Colleges

Data Driven Decision Making

*Continual improvement
Evaluation of program resource needs
Fiscal stewardship and transparency
Culture of evidence*

Reporting Cycle

Program Review will be conducted every two years beginning Fall semester 2021.

Reporting Cycle Activities	Timeline
Program Review forms posted on the Program Review website :	August 22, 2023
Data is available on the ORPIE website:	
<ul style="list-style-type: none"> Instructional Program Review Dashboard 	Available now
<ul style="list-style-type: none"> Student Services Program Review Dashboard 	Coming August 28, 2023
<ul style="list-style-type: none"> State comparison data may be found on Data Mart or Cal-Pass Plus 	Available now
Program Review Office Hours and Data Support offered in a hybrid format in the Language Arts (LA) Room 115 and by zoom.	See the Program Review website schedule information.
Program Review draft due via Dynamic Forms.	Friday, October 6, 2023
Review and Feedback Steps to Finalize Program Review:	
<ul style="list-style-type: none"> Step 1a: Technical Review by IEC (for all) and Academic Senate (for any that include a faculty request). See the technical review rubrics. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 1b: Content Review by Deans/Director. Feedback due to author. 	Friday, October 6, 2023
<ul style="list-style-type: none"> Step 2: Completed Revisions submitted by author for final approvals by Deans/Manager and Vice Presidents. Final draft will address technical and content review feedback. 	Friday, November 3, 2023
<ul style="list-style-type: none"> Step 3: Final Program Review Approvals by Deans/ Manager, Vice Presidents, and IEC. ORPIE will post final draft to the website. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Step 4: Funding Requests proceed through governance structure. 	
<ul style="list-style-type: none"> Depending on the request either the Vice President or the IEC will assign the Program Review to the appropriate committee(s), including Planning Council for prioritization. 	Friday, December 1, 2023
<ul style="list-style-type: none"> Committees forward recommendations to the Budget Committee 	Friday, December 1, 2023

• Faculty Hiring timeline:	
• Academic Senate Q&A	Tuesday, November 14, 2023
• Senator Ratings due	Friday, November 17, 2023
• Academic Senate – Special Meeting to Review Rankings	Tuesday, November 28, 2023
• Prioritized requests for faculty positions will be provided by the Academic Senate to the Executive Team	Wednesday, November 29, 2023
<ul style="list-style-type: none"> ▪ President makes final faculty decisions and reports to Senate at Special Meeting. ▪ Based on approved faculty positions, faculty submit search committee membership and supplemental questions to HR and the Academic Senate. 	Tuesday, December 5, 2023
• Hiring committee participants appointed by the Academic Senate.	Tuesday, December 12, 2023
• The Budget Committee forwards all recommended non-faculty requests to the Executive Committee	Tuesday, December 12, 2023
• President announces all funded recommendations campus-wide	Monday, April 1, 2024

AUTHOR INFORMATION

Employee ID (E# or C#): First Name Last Name
Wing Email Address Office Phone

Dean/Manager First Name Last Name Email
Vice President First Name Last Name Email

Program Review - Draft

*EDUC Program-Review-Instruction Draft (10-11-23).docx

Program Review - Final Submission

*EDUC Program-Review-Instruction Final Submission - 11-2-2023.pdf

This Program Review includes the following:
Pick all that apply.

Faculty Request

Facilities, Technology, Equipment Request

Classified Request

This Program Review includes the following:
Pick all that apply.

Faculty Request

Facilities, Technology, Equipment Request

Classified Request

Faculty Requests (up to 3) One upload per request

Faculty Upload1
Faculty Upload2
Faculty Upload3

Faculty Requests (up to 3) One upload per request

Faculty Upload1
Faculty Upload2
Faculty Upload3

Facilities, Technology or Equipment Draft Requests (up to 5)

FTE Upload1
FTE Upload2

Facilities, Technology or Equipment Update Requests (up to 5)

FTE Upload1
FTE Upload2

FTE Upload3
FTE Upload4
FTE Upload5

FTE Upload3
FTE Upload4
FTE Upload5

Classified Personnel Draft Requests (up to 3)
One upload per request

Classified Upload1
Classified Upload2
Classified Upload3

Classified Personnel Updated Requests (up to 3)
One upload per request

Classified Upload1
Classified Upload2
Classified Upload3

Supporting Materials (Optional)

Upload1
Upload2
Upload3

Supporting Materials (Optional)

Upload1
Upload2
Upload3

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Doreen Fioretto

10/11/2023

Author - Draft Signature

Date

...3439363239

Doreen Fioretto

11/02/2023

Author - Final Signature

Date

Dean/Manager Draft Feedback

The EDUC Program has had its first FT faculty member for one year. In that year, the Elementary Teacher Education, and the Child and Adolescent Development for Transfer programs have been updated. Also, the EDUC Program has created a certificate that has been submitted to CCI in the Fall, 2023. Given approval at all levels, the Paraeducator Certificate will be offered in the Fall 2024.

There are many strengths to the EDUC Program, including a. the instructors (experienced teachers and administrators), b. the updated curriculum, c. the partnerships that developed and the presence in the Dual Enrollment Program, and d. the Pathway created that spans from high school to either UC-I or CSU-LB (part of two small grants).

All of the previous Program Review Cycle goals have been accomplished. Specifically; a FT instructor has been hired (goal 1); new courses have been submitted and approved by CCI (goal 2); and the EDUC Program has participated in Dual Enrollment, as part of significant partnerships with high school districts, specific high schools, and two universities.

Independent of its success and the hard work of its FT faculty, the EDUC Program has some challenges. Specific challenge is increases in enrollment, retention, and completion rates. The challenges are framed by the decrease in degrees granted: 347 three years ago, 376 three years ago, and 286 one year ago. FTES/FTEF have declined too: 35 three years ago, 26 two years ago, and 15 1 year ago. The goals for the current Program Review Cycle are: 1. Increase enrollment, retention, and transfers; 2. Present at least one certificate to CCI by the end of 2024; 3. Increase courses offered via the Dual Enrollment Program (increasing student entering the EDUC Pathway).

FileUpload2

IEC Feedback

All areas are complete and thoughtfully answered. However, the SLO section could use more explanation of how the results are used to make changes.

FileUpload4

Program Review Rubric Upload

Academic Senate Executive Board Feedback

FileUpload1

Program Review Rubric Upload

Dean/Manager Final Feedback

The document is clear and complete regarding the EDUC Program and its direction. This is a developing Program supported by strong relationships with UC-I and CSU-LB. Additionally, the Program is in partnership with Westminster HS and Los Amigos HS in the Dual Enrollment Program.

FileUpload2

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Alex Miranda

11/02/2023

Dean/Manager Signature

Date

Vice President Feedback

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FileUpload3

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Kay Nguyen

12/06/2023

Vice President Signature

Date

Downloaded to the following Committee Teams folder on:

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Lauren Davis-Losenko

12/11/2023

IEC Signature

Date

Dean/Manager -
Feedback Signature

Electronically signed by Alex Miranda on 10/11/2023 2:43:08 PM

Academic Senate:
Technical Review
Signature

Signature not required

Academic Senate
Signature

Signature not required

IEC: Technical Review
Signature

Electronically signed by Jill Kiefer on 10/19/2023 9:21:22 AM



Program Review Request Instruction

Program Review Purpose

“Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices” –Academic Senate for California Community Colleges, 2009

SUBMITTER INFORMATION

First Name:	Doreen
Last Name:	Fioretto
Email:	dfioretto@ccd.edu
ID:	Click or tap here to enter text.
Phone Number:	Click or tap here to enter text.
Who is your Dean/Supervisor?	Dr. Alex Miranda
Are you the Department Chair?	No

GENERAL PROGRAM QUESTIONS

Name of Program (Academic Programs should be listed per discipline):
Education

Please provide a brief description and any significant change in your program since the last Program Review cycle.
<ol style="list-style-type: none">1. A full-time faculty member has been hired and has been teaching Education courses since Fall of 2022.2. Updates to the Elementary Teacher Education and Child and Adolescent Development for Transfer programs have been updated, providing more options for students who are pursuing either pathway.3. A Paraeducator Certificate has been submitted to CCI for approval, with an expected effective date of Fall 2024.

What are your program's strengths? (Answers could include but not limited to KPI data)
<ol style="list-style-type: none">1. Dedicated and collaborative FT and PT instructors who are revising some courses to include OER materials.2. Improved enrollment numbers from Fall 2022 to Fall 2023 as the program continues to grow.3. Partnerships with UC-Irvine and Cal-State Long Beach providing accelerated opportunities to attain both a Bachelor's Degree and a teaching credential at the same time.



Program Review Request Instruction

What are the challenges for your program? (If there are regulations or requirements for your program that require additional support, please note those here)

1. Marketing and outreach to ensure that students are aware of the opportunities available to them in Education.
2. Enrollment, retention and successful completion rates in some of the classes.

Describe any trends and contributing factors related to enrollment, retention, and success for this past cycle.

Since the addition of a full-time faculty member, more courses have been offered in the Education department, providing more opportunities for students who are interested in teaching. Students are taking multiple education courses as a result. Enrollment in Fall of 2023 has increased since Fall of 2022 and retention rates appear to be increasing as well. The partnerships with UCI and CSULB are increasing interest in our Education program as well as the pathways. Additionally, an EDUC Pathway, in partnership with Westminster High School was created and is active this Fall.

How does your department/program support the goals of diversity, equity, inclusion, and accessibility? (Answers could include but not limited to gaps in success data, modality of course offerings, part/length of term (full-term, non full-term, etc.)

All Education courses provide an online option for students. This is improving accessibility for students who are working and are unable to attend class in person. Some courses have been offered as 12 week courses, 10 week courses, and 8 week courses. The options allow students to enroll in courses which support their learning needs as well as their personal schedules. Also, some courses are offered in the HyFlex modality.

How does your department/program collaborate with other areas on campus to advance student success?

The Education Program collaborates closely with the counseling department to ensure students are aware of the opportunities within the program, including Dual Enrollment. With the UCI partnership (CalTeach), students focusing on Math and Science are supported through the Education Program, as well as the Science and Math Departments through co-enrollment and other educational opportunities. Additionally, the Education Program works with the STEM Center and its efforts.

How does your department/program utilize technology to support student success?

The Education Department utilizes the "OWL" technology for a synchronous online course. This course allows students to attend either in person or virtually, depending on their needs on each day of class. In addition, the courses on Canvas include embedded video lectures, online assessments, and Zoom meetings (office hours and prearranged meetings) to ensure students are able to receive the support they need to be successful in class.

Do any of the courses in your program have a CTE TOP code?



Program Review Request Instruction

Yes

AWARDS

What type of awards does your program offer?

- Certificates
- Associate Degree
- Associate Dress for Transfer

Please provide the information for the number of awards for Associate Degrees (CCI-approved), Associate Degrees for Transfer (State-approved), and Certificates of Achievement for this program. Please put N/A if an area is not applicable for your program.

	3 years ago	2 years ago	1 year ago
Certificates	N/A	N/A	N/A
Associate Degrees	0	0	0
Associate Degrees for Transfer	0	0	0

Please comment on the trends for the number of awards. You may then comment on any other relevant information provided by the Office of Research and Planning, and Institutional Effectiveness (ORPIE).

There is no data available on the Golden West College Instructional Program Review Website.

FTES and FTEF

For the below questions, please provide your FTES (full-time-equivalent students, resident) divided by your FTEF (full-time-equivalent faculty). Please submit your rates from three years ago, two years ago, and this past year.

Please note: For programs with earned credit please use FTES (Res)/FTEF. For non-credit, please use FTES (Total)/FTEF.

	3 years ago	2 years ago	1 year ago (this past year)
FTES/FTEF Ratio:	35	26	15

Outside of hiring new faculty or staff, please discuss the data trends above, and your plans for serving more students.



Program Review Request Instruction

The shift in these numbers reflect the impact of COVID on student achievement. It is taking some time to increase the numbers of students who are enrolled in courses at GWC. The Education Program's plans to serve more students include providing Dual Enrollment opportunities through the Education Pathway at more local high schools as well as opportunities through the Universities to decrease the amount of time it will take for students to graduate with their Bachelor's Degree and teaching credential.

CURRICULUM

After a thorough review of your courses in CurricUnet, with the assistance of your CCI representative, answer the following questions.

If you do not currently have a representative on CCI, you may contact either:

Gary Kirby: gkirbyjr@gwc.cccd.edu

Monica Jovanovich: mjovanovich@gwc.cccd.edu

Do you have any courses that have not been updated to CCI, within the required timeframe (6 or more years for a transfer-level course, 3 years or more for a CTE course)?

- Yes
 No

Are there courses in your Program (Degree/Certificate) that have not been successfully offered since the last Program Review? Please note, classes that were cancelled, they were not successfully offered)

- Yes
 No

Do you have active courses that are not part of a degree or certificate?

- Yes
 No

Please indicate the name of the course(s) and the name(s) of the certificate(s) or degree(s) you intend to connect it to when you submit your revision to CCI.

EDUC G220 - Secondary School Teaching will be connected to an ADT for a Secondary Teacher Education Program.

STUDENT LEARNING OUTCOMES

Do any of your SLOs use the exact wording as the course objectives?

(SLOs should be written to reflect the course objectives while not using the exact same language as the course objectives).

- Yes
 No



Program Review Request Instruction

How has your department/program utilized SLO (Student Learning Outcome) results to make changes or improvements to your Program?

Assignments have been adjusted to ensure that students are provided with opportunities to successfully complete assessments which indicate that students are proficient in each of the SLOs. This includes updated instructions as well as exemplars to support completion of assignments as well as creating different assignments which will better assist students in meeting the SLOs.

GOALS AND REQUESTS FOR FUNDING

Requests – If you are requesting any of the following, they MUST be addressed within your Department goals. These forms must be submitted separately from the Program Review.

- Faculty
- Facilities, Equipment, Technology & Other
- Classified Personnel

GWC Strategic Plan Goals Legend

1. **Enrollment:** GWC will increase credit and noncredit enrollment while providing efficient academic programs and student services.
2. **Equity and Success:** GWC will support, enhance, and develop equity-minded services and academic programs that lead to student success.
3. **Completion:** GWC will ensure students' timely completion of degrees and certificates by providing high quality academic programs and student services.
4. **Workforce Preparation:** GWC will support student success by developing and offering academic programs and student services that maximize career opportunities.
5. **Facilities:** GWC will provide flexible, accessible, and sustainable learning environments that support the success of students, faculty, staff, and communities.
6. **Professional Development:** GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of the College Goals.
7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.

GOALS FROM PREVIOUS PROGRAM REVIEW CYCLE

Please refer to your previous Program Review cycle and summarize all outcomes for each goal.

Summary and Outcomes of Previous Goals (from the last Program Review) including resource



Program Review Request Instruction

requests and if they were funded or not.

1. A full time instructor was hired since the last Program Review.
2. New courses were submitted in the Fall of 2021 and a certificate for a Paraeducator was submitted in Fall of 2023.
3. Dual Enrollment --

GOALS FOR CURRENT PROGRAM REVIEW CYCLE

Current goals should be connected to GWC's Strategic Plan Goals.

GOAL 1 (Required)

Description of goal:

Increase the enrollment, retention, and transfer rates of students in the Education program.

What actions will be taken to accomplish the goal?

1. Partnering with universities to develop more pathways to Bachelor Degrees + Credentials.
2. Provide more workshops for students so that they understand the options they have in the field of education
3. Provide multiple modalities for each course so that students have the most options possible.

What metric will you use to measure your goal?

1. Partnership Agreements.
2. Workshop Schedules.
3. GWC Class Schedules.

Which of the College's missions and goals does this goal support? (check all that apply)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

GOAL 2 (Required)

Description of goal:

Present at least one new certificate to CCI by the end of Fall 2024



Program Review Request Instruction

What actions will be taken to accomplish the goal?

Develop new program and submit it to CCI for the two required meetings.

What metric will you use to measure your goal?

Creation of the new certificate and presentation to CCI.

Which of the College's missions and goals does this goal support? (check all that apply)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development
- Communication

GOAL 3 (Required)

Description of goal:

Increase courses offered via the Dual Enrollment Program, hence increasing the Guided Pathways completion for the Education Program.

What actions will be taken to accomplish the goal?

1. Collaborate with High Schools and Districts to increase offerings on their campus related to the Education Pathway.
2. Hire P/T faculty to teach the Dual Enrollment Courses.
3. Collaborate with the Dual Enrollment committee to ensure we are meeting the needs of our Dual Enrollment students.

What metric will you use to measure your goal?

1. Collaboration meetings with High Schools and Districts
2. Hiring status of P/T faculty
3. Minutes from the Dual Enrollment committee meetings

Which of the College's missions and goals does this goal support? (check all that apply)

- Enrollment
- Equity and Success
- Completion
- Workforce Preparation
- Facilities
- Professional Development



Program Review Request Instruction

Communication

OTHER INFORMATION

What additional information would you like to share about your program?

There is a critical need in our state for more teachers. Building bridges between GWC and Universities provides opportunities for students to successfully transition from GWC to the classroom as quickly as possible, which helps to fill those needs statewide.

Submitter's Signature: *Doreen Fiorante* Click or tap here to enter text.

Date: 11/3/23 Tap to enter a date.

Supervisor's Review

As the supervisor of this program, I have reviewed this request.

- No concerns
- I have concerns

Comments: Click or tap here to enter text.

Supervisor's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.

Vice President's Signature: Click or tap here to enter text.

Date: Click or tap to enter a date.