Cañada College
Instructional Program Plan Feedback Form

Program Name: CWA	Division: Humanities for Social Sciences
IPC Member(s) Reviewers: Danielle Pelletier, Jessica Kaven, Elsa Torres, Chialin Hsieh, Anniqua Rana	Date Reviewed: March 6, 2015

The purpose of this form is to provide feedback on the quality of the program review to the Department/Program.

Instructional Program Plan	Components	Comments, questions, recommendations
Executive Summary		
Please summarize your program's strengths, opportunities/challenges, and action plans. This information will be presented to the Board of Trustees.	Provides: ☒ strengths ☒ challenges ☒ action plans ☒ innovative, logical, evidence-based	Excellent!
Program Context		
1. **Mission:**		Complete
2. **Articulation:** Describe how your program's articulation may be impacted by changes in curriculum and degree requirements at high schools and 4-year institutions. Describe your efforts to accommodate these changes.	Provides: ☒ changes at HS, 4-yr colleges ☐ Analysis of impact ☐ Efforts to accommodate changes	Question hasn't been answered.
3. **Community and Labor Needs:** Describe how changes in community needs, employment needs, technology, licensing, or	Provides: ☒ Evidence of external	Naming agencies would be helpful. Greater analysis needed.

	changes	
accreditation affect your program. CTE programs should identify the dates of their advisory group meetings.	☐ Analysis of impact ☐ Advisory group information	

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Looking Back		
4. **Curricular Changes:** List any significant changes that have occurred in your program's curricular offerings, scheduling, or mode of delivery. Explain the rationale for these changes.	Provides: ☐ description of curricular changes ☐ rationale for these changes	Responded to everything but a link to the schedule would be helpful for the analysis. Description of mode of course offering not provided. This curricular changes are coordinated with other programs.
5. **Progress Report:** Provide your responses to all recommendations received on your last program review and report on progress made on previous action plans and strategic goals.	Provides: ☐ responses address recommendations ☐ logical, consistent reasoning ☐ progress on action plans/goals	N/A
6. **Impact of resource allocations:** Describe the impact to-date that each new resource (staff, non-instructional assignment, equipment, facilities, research, funding) has had on your program and measures of student success.	Provides: ☐ Evidence of impact on program ☐ Impact on student success, including learning outcomes ☐ analysis of impact	Projection of impact has been given. Analysis will be needed in next program review. Please provide impact of increased counseling and coordination hours in the next review.
Current State of the Program		

7. Connection & Entry: A. Observation: Describe trends in program and course enrollments, FTES, LOAD and Fill Rates. Cite quantitative data and specific tables from the data packets.	Provides: ☑ Descriptive summary of data ☐ Analysis of data	More data are needed. Looking forward to next program review.
B. Observation: Describe trends in program and course enrollments, FTES, LOAD and Fill Rates. Cite quantitative data and specific tables from the data packets.	Provides: ☑ suggested changes ☐ relation to Strategic Enrollment Plan ☐ logical, consistent reasoning	More connection with marketing is needed. Further discussion on scheduling is needed.
Instructional Program Plan	**Components**	**Comments, questions, recommendations**
Current State of the Program		
8. Progress & Completion: A. Observation: Describe trends in program and course enrollments, FTES, LOAD and Fill Rates. Cite quantitative data and specific tables from the data packets.	Provides: ☑ Descriptive summary of data ☐ Analysis of data	More analysis is needed to help improve student success rates. Commended for increased Hispanic student success.
B. Observation: For online courses describe any significant differences in the success and retention of students who are taking online courses compared to face-to-face courses.	Provides: ☑ Descriptive summary of data ☐ Analysis of data	More analysis is needed to help improve student success rates.
C. Evaluation: Based on these trends, what do you feel are significant factors or barriers influencing student success in your courses	Provides: ☑ Analysis of barriers	Follow up with ACES committee for professional development for CWA instructors and tech support for

and program? What changes (e.g. in curriculum, pedagogy, scheduling, modality) could be implemented to improve these trends?	☑ suggested changes ☑ relation to Student Equity Plan ☑ logical, consistent reasoning	students.
9. SLO Assessment: A. Are all course SLOs being systematically assessed at least once/4 years? Describe the coordination of SLO assessment across sections and over time.	Provides: ☐ Progress of Course SLO work ☐ Coordination of SLO work described	N/A
B. Summarize the dialogue that has resulted from these assessments. What are some improvements in your courses that have been implemented through SLO assessment? How has student learning been improved by changes in teaching? Cite specific examples.	Provides: ☐ summary of dialogue on SLO results ☐ Analysis of effects on teaching ☐ Impact on student learning ☐ examples of SLO impact	N/A
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10. PLO Assessment: A. Describe your program's Program Learning Outcomes assessment plan.	Provides: ☐ complete description ☐ logical means of direct and/or indirect assessments	N/A yet. Will review in next program review.
B. Summarize the major findings of your program's PLO assessments. What are some	Provides:	N/A yet. Will review in next program review.

improvements that have been, or can be, implemented as a result of PLO assessment?	☐ Summary of PLO evidence ☐ Analysis ☐ Impact on program ☐ Examples of changes	
Looking Ahead		
11. Strategic action plans: A. How will you address the opportunities for improvement that you identified above in Articulation, Community & Labor Needs, Connection & Entry, Progress & Completion and PLO Assessment? Identify timelines for implementation, responsible party, resource requirements.	Provides: ☑ Detailed plan ☐ logical, evidence-based rationale ☑ timeline with responsible party ☑ resource requirements	Please provide more information about how this plan will be assessed.

Overall Comments/Feedback/Suggestions on Instructional Program Plan:

Click here to enter text.

Instructional Program Plan	Components	Comments, questions, recommendations
Resource Requests		
12. Personnel: A. List the current and near-future new or replacement faculty/staff positions that you anticipate requesting. Identify the term or year in which you anticipate submitting the staffing request.	☑ position request ☑ timing ☐ brief explanation of impact on program	Is explanation of impact on program provided in submitted position request?
B. Identify any reassigned time/non-instructional assignments that are currently allocated to any of your program's faculty. Describe the impact (positive and negative) that this reassigned time has on your program.	☐ complete info ☐ explanation of impact on program	None
C. Links to new position requests and reassigned time/non-instructional assignment applications will be included here	☐ working links to applications	No links provided.
13. Instructional Equipment: A. Provide a list of all equipment needed. In order to be funded, requests must include all the required purchasing information.	☐ full description ☐ explanation of impact on program	None
B. Will additional space be needed to accommodate the requested equipment? Will the requested equipment require maintenance agreements and or support personnel? If so what are the projected costs?	☐ full description ☐ explanation of impact on program	None
14. Information Technology: A. Provide a list of all software and hardware needed. Include the required purchasing information and/or desired capabilities.	☐ full description ☐ explanation of impact on program	None

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B. Will additional space be needed to accommodate the requested equipment? Will the requested equipment require maintenance agreements and or support personnel? If so what are the projected costs?	☐ full description ☐ explanation of impact on program and IT support	None
15. Facilities: Identify your program's facilities needs (custodial services, maintenance, remodeling, or new construction) and provide a brief explanation/justification. Please identify if the needs address ADA, safety, or utility concerns.	☐ description ☐ explanation of impact on program	None
16. Professional Development: A. What professional development is needed to strengthen your program's offerings?	☑ description ☐ explanation of impact on program	Provide explanation of impact on program.
B. How can CIETL support groups of program faculty and/or faculty at large, through workshops and Flex days? Explain how these activities can contribute to program success and/or support the college's planning initiatives?	☐ Evidence cited or analysis is clear	More analysis is requested.
17. PRIE Research: Identify your program's specific research needs. Explain how the research will contribute to program/student support and/or support institutional plan initiatives.	☑ full description of data needs ☐ explanation of impact on program	Provide explanation of impact on program.
18. Funding: Describe any projects that your program would like to pursue that are currently unfunded or not fully funded. Explain how such a project would support program needs and align with the college's strategic plans.	☑ description of projects; new ideas for program improvement ☐ explanation and alignment with college plans	Provide explanation and alignment with college plans.

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Overall Comments/Feedback/Suggestions on Resource Requests:

Click here to enter text.

IPC Co-Chair Signature _____ **Date** _____

VPI Co-Chair Signature _____ **Date** _____