I. Program Description

A. What is the primary mission of your program (check all that apply):

x	Basic Skills		x	Cultural and Personal Enrichment
x	Transfer		x	Academic Support/Learning Resources
x	Career/Technical			

B. Program Description

If applicable, note the number of certificates and degrees that have been awarded in the previous academic year.

http://www.research.fhda.edu/factbook/deanzadegrees/dadivisions.htm

CTE programs refer CTE Program Review Addenda reports

www.deanza.edu/gov/IPBT/resources.html

1   # of Certificates of Achievement
                # of Certificates of Achievement-Advanced
                # of AA, AS Degrees

2 If the program serves staff or students in a capacity other that traditional instruction, e.g. tutorial support, please answer the following two questions. Otherwise, skip to section II below:

a.   How many people are served?

   15K   # of Students   # of Staff
    164 # of Faculty

b.   Number of employees associated with the program?

        # of Students   # of Faculty

    3 # of Staff   # of Part-Time Faculty

In 09-10, DLC had 3. The ID position started toward the end of Summer 10, so now we have 4

II. Methods of Evaluation and Assessment

A. Attach the "Program Review Data Sheet". Briefly, address student success data relative to your program by answering the items listed below (refer to the link):

http://research.fhda.edu/programreview/DAProgramReview/DeAnza_PR_Div_pdf/DeAnzaProgramReviewDiv.htm

1 Growth or decline in underrepresented populations (Latina/o, African Ancestry, Pacific Islander, Filipino)

Explanation: Trends are in line with DA overall trends (in proportion)

2 Trends related to closing the student equity gap relative to college's stated goals: (refer to http://www.deanza.edu/president/EducationalMasterPlan2010-2015Final.pdf, p16)

Explanation: Courses for targeted polulation (ICS 35 Chicano lit, ICS 8 & 10 African American Studies, etc.) have been offered and offerings have increased.

3 What progress or achievement has the program made relative to the plans stated in the 2008 Comprehensive Program Review, Section III.B, towards decreasing the student equity gap? See:

http://www.deanza.edu/gov/IPBT/program_review_files.html, "Program Review Reports, 2009"

Explanation:	1. DLC staff continue to help and encourage faculty to use good design and facilitation in their distance learning courses, and improve regular and effective contact with students, to support ALL students. 2. Starting Summer 10, all telecourses that used commercial videos and had minimal student contact were converted to online courses with lower cap and higher interaction. 3. We have actively worked with DSPS and tutorial services to integrate support and services into distance classes. 4. A new text search function was developed by Kevin Metcalf that enables video text caption be searched and cued. This is a great tool for ESL and other students for learning and review.

4 Overall enrollment growth or decline of all student populations

Explanation:	DL enrollment has grown more compared to overall DA.

B. Did your program implement any curriculum, program reorganization, etc. changes as a response to changes in College/District policy, state laws, division/department/program level requirements or external agencies regulations? How did the change(s) affect your program?

Change:	Telecourses that used commercial videos and had high cap and low student contact were converted to online, more interactive courses.
Explanation:	Funding for commercial video licenses went away. Interactive online courses provide more regular effective contact and therefore more pedagogically sound.

C. Based on the 2008-09 Comprehensive Program Review, Section I.C., "Main Areas of Improvement", briefly address your program's progress in moving towards assessment or planning or current implementation of effective solutions.

  See: http://www.deanza.edu/gov/IPBT/program_review_files.html, "Program Review Reports, 2009"

Explanation:	DL course sections and enrollment has been growing without additional staff or resources. There still has not been any progress in developing a fully distance learning degress at De Anza. Student services for DL students have not been added or improved.

D. Career Technical Education (CTE) programs, provide regional, state, and labor market data, employment statistics; please see "CTE Program Review Addenda" at:
  www.deanza.edu/gov/IPBT/resources.html
Identify any significant trends that may affect your program relative to:

         1 Curriculum content,
         2 Future plans for your program e.g. enrollment management plans.

x   No significant change

Impact:	Sustaining or expanding distance learning offerings and services will be important for CTE programs
Explanation:	13 of 22 CTE programs have DL course offerings and some are planning to have DL equivelant of certificates

E.   Career Technical Education (CTE), provide recommendations from this year's Advisory Board (or other groups outside of your program, etc.). Briefly, address any significant recommendations from the group. Describe your program's progress in moving towards assessment or planning or current implementation of effective solutions.

x   No significant change
Impact:
Explanation:

III Select IIIA or IIIB below:
     Note instructions and materials for this section can be found at:
          https:// www.deanza.edu/slo
     A.   For programs whose primarily align to the Institutional Core Competencies, ICCs: attach the 2010-11 "Mapping Program Level Outcomes to Institutional Core Competencies" sheet(s) and "Program Level Outcomes Assessment Plan" sheet(s)

          1   Describe the processes by which your program members have or will assess program level outcomes: (check those that apply)
                         course-embedded   x   surveys
               Other, describe here:
          2   Review the ECMS-SLO Summary Report or SSLO Summary Report (Division Deans shall be sent that report). What percentage of courses that should undergo a SLOAC process are:
               x   NA   complete   in progress   scheduled to be assessed
          3   Below, briefly describe the level of engagement by your program staff and faculty with the outcomes assessment process (SLOAC, SSLOAC) since last year?

               Met to discuss outcomes, conducted online survey and reported results.

          4   What program enhancements are you implementing as a result of the program level assessment process? Describe enhancements that do not require additional resources below:

               summarize result: responded positively re. Catalyst
               plan/enhancement: maintain the support for Catalyst,
               summarize result: some students feedback negative on courses not hosted on Catalyst

               plan/enhancement: encourage faculty to use Catalyst so students can get consistent support and won't have to learn different systems

     B.   For programs whose PLOs primarily align to the Strategic Initiatives: Attach the 2010-11 "Mapping Program Level Outcomes to Strategic Initiatives" sheet(s) and "Program Level Outcomes Assessment Plan" sheet(s):

          1   Describe the processes by which your program members have or will assess program level outcomes: (check those that apply)
                         course-embedded   x   surveys
               Other, describe here:

2   Review the ECMS-SLO Summary Report or SSLO Summary Report (Division Deans shall be sent that report). What percentage of courses that should undergo a SLOAC process are:

x   NA   complete   in progress   scheduled to be assessed

3   Below, briefly describe the level of engagement by your program staff and faculty with the outcomes assessment process (SLOAC, SSLOAC) since last year?

We discussed, wrote our PLOs and created the survey, conducted the survey and published results.

4   What program enhancements are you implementing as a result of the program level assessment process? Describe enhancements that do not require additional resources below:

summarize result: plan/enhancement:

summarize result: plan/enhancement:

Department Summary

IV.   Attach 2008-09 Comprehensive Program Review Budget Data Form. Add a column of data that lists the amounts allocated for the 2010-11 academic year.

      See: http://www.deanza.edu/gov/IPBT/program_review_files.html, "Program Review Reports, 2009"

V.   Resource requests include: staff, faculty, materials, "B" Budget, faculty refresh, Measure C equipment

A.   Please submit up to three faculty and/or staff requests below in ranked order: (copy this section as needed)

Rank   Replace   x   Growth

Position: Faculty Coordinator

Department: Contact person   April Qian   extension   5399

1   Briefly state below how this person will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

Statement:

2   Highlight FTE, PT/FTE ratios, and WSCH that support your request below:

3   If applicable, discuss PLOAC assessment results that support the program need for this resource below:

4   Please note: It is an expectation that all resources that are allocated 2 or more years prior to the next Comprehensive Program Review (2013-14) will be assessed relative to their contribution to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you may use to assess the effect of this additional staff/faculty position to your program below:

B.   As applicable, list your requests for:

Materials, "B" Budget, faculty refresh, Measure C equipment

refer to: http://www.deanza.edu/gov/techtaskforce/pdf/Measure%20C_Prioritization_Processes_ClgeCnclApproved6_10_10.pdf

Please submit materials, "B" Budget, faculty refresh, Measure C equipment, requests below in ranked order: (copy this section as needed.) List 3 here, keep a prioritized list of all items on hand.

Rank   x   Replace   x   Growth

Item Description: Catalyst related hardware, software items

Cost Estimate: $50K per year if no significant growth, $100K per year if growth over 20%

Contact person: April Qian   extension   5399

1 Briefly state below how this resource will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

30% of all DA students take at least one of their regular courses using Catalyst. DL sections and enrollment has grown every year. The hw/sw expense is critical in maintaining the services of our program. Having data record storage is a federal and state requiremnt.

2 Highlight FTE, PT/FTE ratios and WSCH that support your request below:

3 If applicable, discuss PLOAC outcome assessment results that support the program need for this resource below:

Student responded that they would like to take more online courses or courses enhanced with Catalyst if they are available.

4 Please note: It is an expectation that all resource that are allocated 2 or more years prior to the next comprehensive program review (2013-14) will be assessed relative to their contribution to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you may use to assess the effect of this additional resource to your program below:

Criteria:

Dean's Summary

VI.   Resource Requests include: staff, faculty, materials, "B" Budget, facility refresh, Measure C equipment

     A.   Please submit up to three faculty and/or staff requests below in ranked order: (copy this section as needed)

Rank   Replace   Growth

Position:

Department:

Contact person: extension

1 In addition to the Department's rationale and from a dean's perspective, briefly state how this person will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

2 Address FTE, PT/FTE ratios and WSCH that support your request below:

3 In light of the department's statements about assessment results, describe any additional need or service to the College this person may bring to the Division below:

4 It is an expectation that resource allocations (awarded 2 or more years prior to the next Comprehensive Program Review) will be assessed relative to their contributions to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you, as the Dean, may use to assess the effect of this additional staff/faculty position to your program below:

Criteria:

B. As applicable, list your requests for:
Materials, "B" Budget, faculty refresh, Measure C equipment
refer to: http://www.deanza.edu/gov/techtaskforce/pdf/Measure%20C_Prioritization_Processes_ClgeCnclApproved6_10_10.pdf
Please submit materials, "B" Budget, faculty refresh, Measure C equipment, requests below in ranked order: (copy this section as needed.) List 3 here, keep a prioritized list of all items on hand.

Rank   Replace   Growth
Item Description:
Cost Estimate:
Contact person: extension:

1 From a Dean's perspective, are there additional factors to add to the Department's rationale for this resource request? How will the addition of this resource enhance or maintain the status quo of this program's plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program Goals? Use the following three sections below to state:

Rational here:

2 Highlight FTE, PR/FTE ratios and WSCH that support the request below:

3 If applicable, discuss PLOAC outcome assessment results that support the program need for this resource below:

4 Please note: It is an expectation that all resources that are allocated (awarded 2 or more years prior to the next Comprehensive Program Review) will be assessed relative to their contributions to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you, as a Dean, may use to assess the effect of this additional staff/faculty position to your program below: