Program Review - Human Development

Prepared by: Meng Vang

What are the strengths of your area?: The counseling division's course offerings of Coun 100, Coun 115, Coun 125 and HDEV 121 has several strengths:
1. The student learning outcomes assessments for HDEV 121 have been completed in fall 2013 and spring 2014. The results have been analyzed and reported. Two out of the three assessment SLO goals have been met.
2. The student learning outcomes assessments for Coun 100 have been completed in spring 2013. The results have been analyzed and reported. Four out of the five assessment SLO goals have been met.
3. The student learning outcomes assessments for Coun 115 have been completed in spring 2013. The results have been analyzed and reported. Two out of the two assessment SLO goals have been met.
4. The student learning outcomes assessments for Coun 125 have been completed in fall 2013. The results have been analyzed and reported. Three out of the three assessment SLO goals have been met.
5. The 2014 Program Review Data Metric, provided by the research office indicates that in the 2012/13 academic year, Coun 100 had a 71% success rate, Coun 115 had and 80% success rate, and HDEV 120AB (now know as HDEV 121) had a 72% success rate.
6. Reviewing the Last/Current completion rate for fall 2013 and spring 2014 for HDEV 121, the rates jumped from 75.98% to 80.46% respectively. An improvement of 4.5%
7. From reviewing the Faculty Replacement and Growth Template data for all Coun and HDEV courses had a fill rate of 98% and 100% respectively for the 2012-13 academic year.
8. The division offered 29 sections of HDEV courses with an average 23.73 students and 9 sections of Coun courses with an average enrollment of 20.58 for spring 2014. This shows that there is a demand for the division's courses.

What improvements are needed?: There are many areas of improvements that are needed for the division's course offering unit. These included the following:
1. Even though the assessments have been completed and analyzed, Improvement plans, assessing efficacy of improvements and review of outcome has not yet happened to close the assessment cycle loop.
2. The lack of a full time, lead instructor for the HDEV and Coun courses has also presented a challenge for division. Counseling is a unique division where fulltime faculty members are currently assigned to service students in the counseling office, not in teaching HDEV and Coun courses. As a result of this, the division's course offerings are staffed by adjuncts who may not have the necessary support, training and job stability that might be available to a fulltime faculty. These factors do not help to foster a consistent and cyclical program improvement process from one semester to another. This results in a disconnect within the teaching instructors and/or division chair since agreement on which SLO(s) to assess, when to assess, and how to evaluate the SLO(s) can change from one semester to the next due to the changes in adjunct staffing. The issue of permanent teaching faculty in HDEV and Coun courses needs to be addressed to improve this area of concern.
3. The 2014 Program Review Data Metric, provided by the research office indicates that in the 2012/13 academic year, Coun 125 had a 65% success rate. This data needs to be reviewed to further to determine what can be done to improve this area.
4. Reviewing the Last/Current completion rate for fall 2013 and spring 2014 for Coun 100, the rates decreased from 79.37% to 67.71%. A decline of 11.6%. This drop in completion rate for the Coun 100 course needs to be improve
5. The Faculty Replacement and Growth Template data shows a high fill rate, however the success rate for the 2012-13 academic year shows 70% for Coun courses and 72% for HDEV courses. These average rates could be improved. The efficiency for Coun courses was at 376 and 380 for HDEV courses. This is still low compared the state goal of 525 for efficiency. The division needs to look at ways to increase the overall enrollments in each section or reduce the number sections being taught assuming that the demand for courses remain the same. This will help to increase the efficiency ratio.

Describe any external opportunities or challenges:
No external opportunities or challenges known at this time.

Overall Outcome Achievement: The overall outcome and achievement of the counseling division's course offerings are as follows:
1. Students are passing both HDEV courses and Coun courses at the rate of 72% and 70% respectively.
2. Students have met the outcome goals for the majority of the SLO's in all courses within the division. Students met 11 out of 13 total SLO goals for the divisions courses. More work is still needed to help move to 100% outcome goal met. This work may include the incorporation of supplemental materials into the course work and/or modification of the assessment vehicle.

Changes based on outcome: Based on this outcome, faculty need to discuss improvement plans for all courses, implement the plan and follow up on it. This will also help faculty to determine if any SLO's need to be modified, deleted or added for future assessment cycles to be able to efficiently assess the determined outcome(s) for each course.

Outcome cycle evaluation: The cycle for assessment in the division's courses are every three years. The assessment and analysis have been completed. Implementation of improvement plan, assessing efficacy of improvements and review of the outcomes from such actions will need to be completed to close this loop.
Action: Improve and provide consistency in teaching, coordination, and assessment cycle of HDEV/Coun courses

Hire a full time faculty to teach HDEV and Counseling courses for the 2015-16 academic year.

**Implementation Timeline:** 2014 - 2015

- **Start Date:** 09/14/2014
- **Completion Date:** 05/21/2015
- **Status:** New Action

**Identify related course/program outcomes:**
Courses will allow the individual to serve as a resource for new adjuncts, better coordinate course outcomes and assessments, implement improvement plans and to be able to facilitate meaningful course level dialogue in carrying out these tasks. All of these improvements are directly related to improving course outcomes for the division’s courses. It is also related to District Objective #1.

**Person(s) Responsible (Name and Position):**
Stephanie Collier, Dean of Counseling

**Rationale (With supporting data):**
This action will bring in needed continuity and consistency for the division’s course offerings. It will allow the division to close the disconnect between fulltime faculty that service students in counseling (face to face) and faculty that teach counseling courses. The fulltime instructor would be in a better position to assist, lead, implement, review and evaluate all course quality/improvement activities since he/she will have the intimate knowledge of what is happening daily in the courses. The experiences shared by the fulltime instructor and the remaining adjuncts instructors within the division will be similar. This will lead to a more efficient and improved way to assess, implement and evaluate the courses within the division all in an effort to help improve student success rates.

This action will help to improve all of the challenges shared in the improvements section.

**Priority:** High

**Safety Issue:** No

**External Mandate:** No

### Add Resource Request for Action

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<thead>
<tr>
<th>Resource Description</th>
<th>Why is this resource required for this action?</th>
<th>Notes (optional)</th>
<th>Active</th>
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<tbody>
<tr>
<td>Need a fulltime faculty to be hired to teach a combination of the HDEV 121 and Coun 100 courses for the counseling division. This position will serve as a resource for all adjunct instructors in the division (old and new). This position will be able to better coordinate course outcomes and assessments along with implementing improvement plans. In addition, this individual will also be able to facilitate more meaningful course level dialogue with the division's adjunct instructors in carrying out these various tasks.</td>
<td>Currently, the counseling division's courses are taught by 100% adjunct faculty. The division offers on average over 30 sections of both HDEV and Coun courses per semester. The counseling division is unique in that the fulltime faculty members are non-teaching, therefore there is a clear disconnect between what happens in the classrooms of division's courses and what happens in the student services component of counseling. This resources is required to bridge this the teaching component of the division's courses.</td>
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<td>Yes</td>
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