YEARLY PLANNING DISCUSSION TEMPLATE
General Questions

Program Name __CHEMISTRY_____**Academic Year** _____2023-2024___

1. Has your program mission or primary function changed in the last year?

There have been no major additions or subtractions from our program mission and function.

2. Were there any noteworthy changes to the program over the past year? (eg, new courses, degrees, certificates, articulation agreements)

There have been no noteworthy changes to the chemistry program at this time.

3. Is your two-year program map in place and were there any challenges maintaining the planned schedule?
   We are currently working on the Core Topic: Innovative Scheduling. We found overlapping courses between Biology and Physics that were not allowing students to fulfill their Educational Plans (SEPs).

4. Were there any staffing changes?
   No new staffing changes this year.

5. What were your program successes in your area of focus last year?

Our course sections continue to grow at both the Santa Maria and LVC campuses.

Learning Outcomes Assessment

Data being saved until new program and coordinator can accept student data.

   a. Please summarize key results from this year's assessment.

b. Please summarize your reflections, analysis, and interpretation of the learning outcome assessment and data.

c. Please summarize recommendations and/or accolades that were made within the program/department.

d. Please review and attach any _changes_ to planning documentation, including PLO rubrics, associations, and cycles planning.

Distance Education (DE) Modality Course Design Peer Review Update (Please attach documentation extracted from the _Rubric for Assessing Regular and Substantive Interaction in Distance Education Course_s)

a. Which courses were reviewed for regular and substantive interactions (RSI)?

b. What were some key findings regarding RSI?

- Some strengths:

- Some areas of possible improvement:

c. What is the plan for improvement?

CTE two-year review of labor market data and pre-requisite review

    a.   Does the program meet documented labor market demand?

    b.   How does the program address needs that are not met by similar programs?

    c.   Does the employment, completion, and success data of students indicate program effectiveness and vitality? Please, explain.

    d.   Has the program met the Title 5 requirements to review course prerequisites, and advisories within the prescribed cycle of every 2 year for CTE programs and every 5 years for all others?

    e.   Have recommendations from the previous report been addressed?

Use the tables below to fill in **NEW** resources and planning initiatives that **do not apply directly to core topics. *This section is only used if there are new planning initiatives and resources requested.***

Sample:

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number:	*ER Obj-2 Video Speeches for Student Learning and enhancement*
Planning years:	*(The academic years this will take to complete)* 2021-22 to 2024-25

Description:
(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.) The success levels of our courses have indicated that students need to be able to review their own speeches. Videotaping the student's speech provides a very constructive approach to review and improve their oratory skills.

What college plans are associated with this Objective? (Please select from the list below):
☐ Ed Master Plan   ☐ Student Equity Plan   ☐ Guided Pathways   ☐ AB 705
☐ Technology Plan ☒ Facilities Plan   ☐ Strong Workforce   ☐ Equal Employment Opp.
☐ Title V

Resource Requests: Please use the Resource Request Excel template located on the Program Review web page to enter resource requests for equipment, supplies, staffing, facilities, and misc. resources needed. Send completed excel document along with completed program view core topic for signature.

Dept	Program	Source	Year	Initiative (Objective) Reference	Resource Need	Requested Item(s) Please include per item
English	English Rhetoric	Yearly Planning and Core	2022-2023	ER OBJ.- 2	Equipment	Video cameras $600 each

EQUIPMENT NEEDS

Enter equipment requests below. Equipment is defined as having useful life of more than one year **AND** a purchase price of more than $200 each including tax. This includes all items that are part of the initial purchase.

EQUIPMENT   SUPPLIES   STAFFING   TECHNOLOGY   FACILITIES

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number:	
Planning years:	*(The academic years this will take to complete)*

Description:

(A more detailed version of initiative. Please include a description of the initiative, why it is needed, who will be responsible, and actions that need to happen, so it is completed.)

What college plans are associated with this Objective? (Please select from the list below):

☐ Ed Master Plan ☐ Student Equity Plan ☐ Guided Pathways ☐ AB 705/1705

☐ Technology Plan ☐ Facilities Plan ☐ Strong Workforce ☐ Equal Employment Opp.

☐ Title V

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Area of Focus Discussion Template
INNOVATIVE SCHEDULING

Innovative Scheduling embraces mapping, scheduling, and student outcomes. This focus includes a review of modalities, times, days, and sequence of courses. It supports areas of interest. It is based on student success, retention, and completion/graduation data. Sample activities include the following:

Possible topics:
- Review scheduling matrices – program map alignment, successes, and challenges.
- Collaborate with guided pathways success teams to assess scheduling conflicts and bottlenecks within and across disciplines that impact student completion.
- Assess mix of teaching modalities – mornings-afternoons-evenings; weekends; face-to-face, hybrid, and distance learning. NOTE: Hybrid is the combined use of various teaching modalities.
- Address scheduling conflicts or dependencies across disciplines or general education areas.
- Student access – cultivate majors, support cohorts and interdisciplinary connections.
- Review units and time to course and program completion.

1. What data were analyzed and what were the main conclusions?

The most recent schedule of classes for the BIO, CHEM, ENG, MATH, and PHYS departments were analyzed for possible solutions to known problems over the past few years.

2. Based on the data analysis and looking through a lens of equity, what do you perceive as *challenges* with student success or access in your area of focus?

The complaints from the students have been about course availability and not being able to take multiple courses as listed on their Student Educational Plan due to course times overlapping or filling up before getting the chance to register.
#1) CHEM180 course overlapping with the occasional PHYS163 course.
#2) CHEM140 course overlapping with BIO150 and BIO154.

3. What are your plans for change or *innovation*?

#1) The current time slot for CHEM180 completely blocks students from taking the PHYS163 course. We propose to move the CHEM180 time slot from 9:30a – 2:05p up to an earlier time frame (8 – 12:35p).
Unfortunately, this move will now block MATH182; however, students will still have a T/R evening course available if they require that course. This new time frame still does not completely clear the PHYS163 time slot. To avoid this issue, we propose adding another CHEM180 lab section directly after (1:30p – 4:05p). Not only will this allow the PHYS163 students access to the course but will tackle the large waitlist that has steadily grown over the past few years from 10 to now 16 for a class with a cap size of 20. Additionally, this move will also utilize the lab space in M-213 more effectively.   Currently, we are only running two labs on M/W. We can now squeeze in a third lab from a different course in the evenings. (*lab 1*: 9:30; *lab 2*: 1:30; *lab 3*: evening)

#2) The current time slot for CHEM140 overlaps with BIO150 and BIO154 during the spring semesters. CHEM140 is a core elective, helpful for those requiring a strong foundation. We suggest that opening up more CHEM140 sections during the fall semesters will help mitigate any conflicting times.

4. How will you *measure* the results of your plans to determine if they are successful?

#1) Student complaints will hopefully be reduced to zero as we remove conflicts between CHEM and PHYS as well as open up more sections for additional student degrees and transfers.

#2) Student complaints will hopefully be reduced as more course offerings will allow students to avoid time conflicts and obtain their degrees.

Based on the narratives for the prompts above, what are some program planning initiatives and resources needed for the upcoming years? Use the tables below to fill in **NEW** resources and planning initiatives. ***This section is only used if there are new planning initiatives and resources requested that pertain to the Core Topic only.***

New Program Planning Initiative (Objective) – Core Topic Only	
Title (including number):	*CHEM180/181* *CHEM140*
Planning years:	*Beginning Fall 2025.*

Description:

Increasing the sections in CHEM180 will require additional equipment ($4700_ONETIME) as well as additional supplemental materials each year ($3500_ONGOING).

Increasing the sections in CHEM181 will require additional equipment ($1525_ONETIME) as well as additional supplemental materials each year ($2035_ONGOING).

Increasing sections of CHEM140 will require additional supplemental materials each year ($700_ONGOING).

What college plans are associated with this Objective? (Please select from the list below):

☐ Ed Master Plan   ☐ Student Equity Plan   ☐ Guided Pathways   ☐ AB 705

☐ Technology Plan   ☒ Facilities Plan   ☐ Strong Workforce   ☐ Equal Employment Opp.

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Resource Requests: The Resource Request Excel template contains the resource requests for equipment, supplies, staffing, facilities, and misc. resources needed. The completed excel document has been attached along with the completed program view core topic.

Program Review Signature Page:

Dom Dal Bellow, Dustin Nouri, Liz West, Ashley Wise, and Brian YoungBlood   5/24/2024
Program Review Leads   Date

_____   _____
Program Dean   Date

_____   _____
Vice President, Academic Affairs   Date

Chemistry Innovative Scheduling BIO_CHEM_ENG_MATH_PHYS 2023-24

Final Audit Report   2024-06-18

Created:	2024-06-18
By:	Christy Lopez (clopez@hancockcollege.edu)
Status:	Signed
Transaction ID:	CBJCHBCAABAATAgUbhLEHDvfZiyY0c5Uu4Kttlb375kT

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