

YEARLY PLANNING DISCUSSION TEMPLATE

General Questions

Program Name: Environmental Health and Safety Academic Year: 2023-2024

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

No, the program mission has not changed.

The Environmental Health and Safety (EH&S) program is dedicated to promoting sustainability by equipping students with the knowledge and skills needed to integrate environmental protection, health and safety management, regulatory compliance, corporate responsibility, and stakeholder engagement into business and governmental practices. By embracing sustainability principles, we contribute to a more resilient, equitable, and environmentally sustainable future.

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

Yes, the A.S. degree program was modified. The ENVT 101 was modified and now meets AHC degree requirements for Health & Wellness and general education Area 5 – Natural Sciences. A new laboratory (ENVT 111) course was created as a companion to the ENVT 101 course. All ENVT A.S. degree courses are approved for distance education delivery.

All of the updates were reflected in the DRAFT 2024-25 catalog but, were not reflected in the Final 2024-25 catalog. Additionally, the changes did not appear on the college web page.

3. Is your two-year program map in place and were there any challenges maintaining the planned schedule?

Yes, the two year program map was created. The challenge is all of the A.S. updates were reflected in the DRAFT 2024-25 catalog but, were not reflected in the Final 2024-25 catalog. Additionally, the changes did not appear on the college web page.

4. Were there any staffing changes?

No.

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

Yes, the A.S. degree program was modified. The ENVT 101 was modified and now meets AHC degree requirements for Health & Wellness and general education Area 5 – Natural Sciences.

Learning Outcomes Assessment

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

Learning need to be updated.

- 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.

Program was recommended for program vitality review due to low enrollment.

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

n/a

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 Courses*)

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

DE courses were not offered.

- b. What were some key findings regarding RSI?

n/a

- Some strengths:

- Some areas of possible improvement:

- c. What is the plan for improvement?

n/a

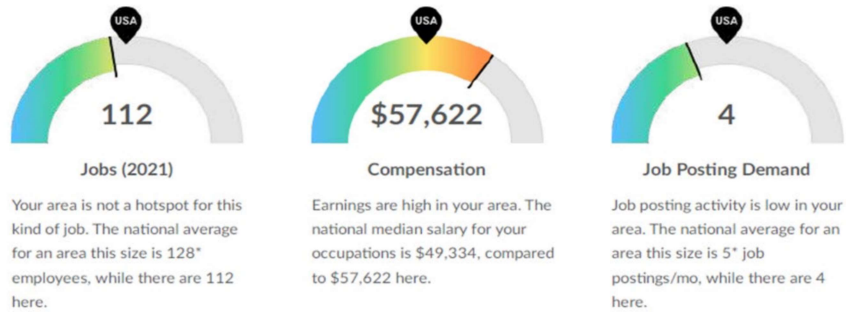
CTE two-year review of labor market data and pre-requisite review

- a. Does the program meet documented labor market demand?

Yes, the following are sourced from Lightcast and reflect data from Santa Barbara and San Luis Obispo counties.

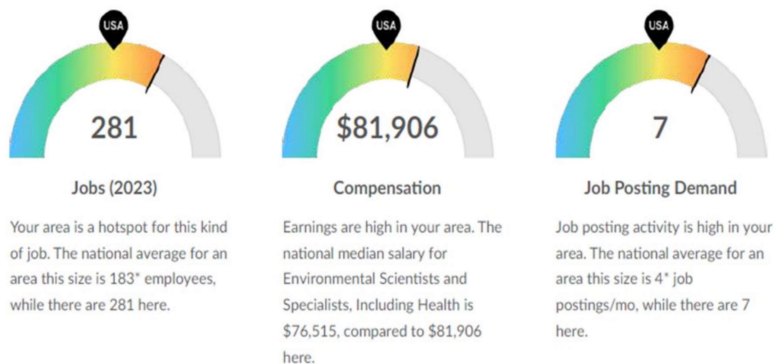
Environmental Technicians

Light Job Posting Demand Over a Thin Supply of Regional Jobs



Occupational Health and Safety Technicians

Aggressive Job Posting Demand Over a Deep Supply of Regional Jobs



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

n/a

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

Success and retention rates are strong. However, enrollment numbers are low.



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?

Yes.

e. Have recommendations from the previous report been addressed?

Curricular Modifications; making ENVT 101 as general education course within Natural Sciences category with an optional lab and available for online delivery.

Outreach and Connection with Local Agricultural Industry & Regulatory Representatives with Active Participation on Advisory Committee.

Align with STEM Success Roadmap (STEM) and Represent at Stem week of discover. Associate the EHS Programs Within the Industrial Technology Department or Life & Physical Sciences Department Rather than the Public Safety Department.

Accomplished:

A.S. Degree went through the Curriculum Modification Process (AP&P) S23'-F23'

Board of Trustees Agenda Dec. 19, 2023

Updated Introduction, Environmental Health & Occupational Safety (ENVT 101). The course now meets; AHC GE Cat. 1 Natural Sciences, AHC Health & Wellness (local req.) and CSU GE B1. Physical Sciences.

Created new lab course (ENVT 111) as a companion to ENVT 101. The new course meets the CSU GE B3. Physical Sciences Lab.

Both ENVT 101 and 111 are approved for Online delivery.

Both ENVT 101 and 111 are offered in the fall 2024 schedule.

One Representative from each sector (Ag. Regulatory) on Advisory Committee.

Add Energy sector member to Advisory Committee.

Working with Agricultural Program faculty.

STEM Coordinator agrees EH&S should be aligned with STEM.

Program Advertising/Promotion

Billboard ADVERTISING did not come to fruition

Guided Pathways change did not occur still in Public Safety group.

Accomplished:

Participating in STEM events: meetings with employer searching for interns,

Invited to teach in the Hancock Horizons, summer 20'.

Participated in AHC Career Festival – F23' and AHC Career Expo – S24'

Visited Biology and EMS courses promoting EH&S and GE courses.

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: | |
| <p>(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.)</p> <p>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.</p> | |
| What college plans are associated with this Objective? (Please select from the list below): | |
| <input type="checkbox"/> Ed Master Plan <input type="checkbox"/> Student Equity Plan <input type="checkbox"/> Guided Pathways <input type="checkbox"/> AB 705 <input type="checkbox"/> Technology Plan <input checked="" type="checkbox"/> Facilities Plan <input type="checkbox"/> Strong Workforce <input type="checkbox"/> Equal Employment Opp. <input type="checkbox"/> 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.

The screenshot shows an Excel spreadsheet with the following data table:

| 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 |
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A text box in the spreadsheet reads: "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."

| New Program Planning Initiative (Objective) – Yearly Planning Only | |
|---|---|
| Title (including number): | n/a |
| Planning years: | <i>(The academic years this will take to complete)</i> |
| Description: | |
| <i>(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.)</i> | |
| What college plans are associated with this Objective? (Please select from the list below): | |
| <input type="checkbox"/> Ed Master Plan | <input type="checkbox"/> Student Equity Plan <input type="checkbox"/> Guided Pathways <input type="checkbox"/> AB 705/1705 |
| <input type="checkbox"/> Technology Plan | <input type="checkbox"/> Facilities Plan <input type="checkbox"/> Strong Workforce <input type="checkbox"/> Equal Employment Opp. |
| <input type="checkbox"/> Title V | |

| New Program Planning Initiative (Objective) – Yearly Planning Only | |
|---|---|
| Title (including number): | |
| Planning years: | <i>(The academic years this will take to complete)</i> |
| Description: | |
| <i>(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.)</i> | |
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| New Program Planning Initiative (Objective) – Yearly Planning Only | |
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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

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 program requirements and mapping sequence were reviewed. The Environmental Health and Safety A.S. degree course requirements and mapping on the college website is incorrect. I conclude this would make it impossible for student successfully complete/graduate from the Environmental Health and Safety A.S. degree program

This is the current and correct program outline for the Environmental Health and Safety A.S. degree (37 major units)

| A major of 37 units is required for the degree. | | Units: 37.0 |
|---|--|-------------|
| BIOL 100 | Introductory Biology | 4.0 |
| CHEM 120 | Introductory Chemistry | 4.0 |
| EMS 102 | First Aid & Safety | 3.0 |
| ENVT 101 | Introduction Environmental Health & Occupational Safety | 3.0 |
| ENVT 111 | Introduction to Environmental Health and Safety Laboratory | 1.0 |
| ENVT 150 | Hazardous Materials General Site Worker – 40 Hr. | 2.0 |
| ENVT 152 | Identification and Assessment of Hazardous Materials | 3.0 |
| ENVT 153 | Industrial Safety | 1.0 |
| ENVT 154 | Monitoring and Sampling | 2.0 |
| ENVT 159 | Hazardous Materials and Hazardous Waste Permitting | 1.0 |
| ENVT 160 | Air and Water Pollution Permitting Compliance | 2.0 |
| MATH 123 | Elementary Statistics | 4.0 |
| MT 115 | Lean Manufacturing | 3.0 |
| PHYS 141 | General Physics 1 | 4.0 |
| Total: | | 37.0 |

This is what appears on the college website (30 units). This not correct.

Program Requirements:

"Program Requirements" specify the courses required for this program. See suggested course sequence for additional information.

A major of 30 units is required for the degree.

| COURSE | TITLE | UNITS |
|-----------------------------------|--|-------|
| <input type="checkbox"/> BIOL 120 | Humans and the Environment | 3 |
| <input type="checkbox"/> ENVT 101 | Introduction to Environmental Hazardous Materials | 3 |
| <input type="checkbox"/> ENVT 150 | Hazardous Materials General Site Worker – 40 Hr. | 2 |
| <input type="checkbox"/> ENVT 151 | Hazardous Materials-Site Supervisor | 1 |
| <input type="checkbox"/> ENVT 152 | Identification and Assessment of Hazardous Materials | 3 |
| <input type="checkbox"/> ENVT 153 | Industrial Safety | 1 |
| <input type="checkbox"/> ENVT 154 | Monitoring and Sampling | 2 |
| <input type="checkbox"/> ENVT 155 | Respiratory Protection—Administration | 0.5 |
| <input type="checkbox"/> ENVT 156 | First Response Operational | 1 |
| <input type="checkbox"/> ENVT 157 | First Aid for HAZMAT Workers | 1 |
| <input type="checkbox"/> ENVT 158 | Hazardous Waste Minimization and Emissions Reduction | 1 |
| <input type="checkbox"/> ENVT 159 | Hazardous Materials and Hazardous Waste Permitting | 1 |
| <input type="checkbox"/> ENVT 160 | Air and Water Pollution Permitting Compliance | 2 |

Recommended elective:

| COURSE | TITLE | UNITS |
|-----------------------------------|------------------------|---------------|
| <input type="checkbox"/> ENVT 199 | Special Topics in ENVT | 0 - 2.5 units |

This is the current and correct program mapping for the Environmental Health and Safety A.S. degree (37 major units).

| Environmental Health and Safety - AS | | | |
|--------------------------------------|--|-------------|--------------------------------|
| Year One | | | |
| Fall | | | |
| Course | Title | Units | Major/GE Area |
| ENGL 100 | Writing for Career/Tech Fields | 4 | AHC GE 1A |
| or | or | or | |
| ENGL 101 | Freshman Composition: Exposition [Required for Transfer] | 4 | AHC GE 1A |
| ENVT 101 | Introduction to Environmental Hazardous Materials | 3 | Major and AHC GE 5 and AHC H&W |
| ENVT 111 | Introduction to Environmental Health & Safety Lab | 1 | Major |
| ENVT 153 | Industrial Safety | 1 | Major |
| AHC GE Area 3 | Humanities Course | 3 | AHC GE 3 |
| AHC GE Area 7 | Living Skills Course | 3 | AHC GE 7 |
| | | Total Units | 15 |
| Winter | | | |
| Course | Title | Units | Major/GE Area |
| | | Total Units | |
| Spring | | | |
| Course | Title | Units | Major/GE Area |
| ENVT 152 | Identification & Assessment of Hazardous Materials | 3 | Major |
| ENVT 150 | Hazardous Materials General Site Worker - 40 Hr. | 2 | Major |
| MATH 123 | Elementary Statistics | 4 | Major/AHC GE 2 |
| AHC GE Area 1B | Oral Communication and Critical Thinking | 3 | AHC GE 1B |
| AHC GE Area 4B | American History or Government Course | 3 | AHC GE 4B |
| | | Total Units | 15 |
| Environmental Health and Safety - AS | | | |
| Year Two | | | |
| Summer | | | |
| Course | Title | Units | Major/GE Area |
| | | Total Units | |
| Fall | | | |
| Course | Title | Units | Major/GE Area |
| BIOL 100 | Introductory Biology | 4 | Major/AHC GE 5 |
| ENVT 154 | Monitoring & Sampling | 2 | Major |
| ENVT 159 | Hazardous Materials and Hazardous Waste Permitting | 1 | Major |
| PHYS 141 | General Physics | 4 | Major/AHC GE 5 |
| AHC GE Area 4A | Social Science Course | 3 | AHC GE 4A |
| | | Total Units | 14 |
| Winter | | | |
| Course | Title | Units | Major/GE Area |
| | | Total Units | |
| Spring | | | |
| Course | Title | Units | Major/GE Area |
| CHEM 120 | Introductory Chemistry | 4 | Major |
| EMS 102 | First Aid & Safety | 3 | Major |
| ENVT 160 | Air and Water Pollution Permitting Compliance | 2 | Major |
| MT 115 | Lean Manufacturing | 3 | Major |
| AHC GE Area 6 | Ethnic Studies Course | 3 | AHC GE 6 |
| AHC Grad Req | Dance or Physical Education Activity Course | 1 | AHC H&W Grad Req |

Validation for Program Planning Process: If you have chosen to do the Validation this year, please explain your process and the findings.

1. Who have you identified to validate your findings? (Could include Guided Pathway Success Teams, Advisory Committee Members, related faculty, industry partners or higher education partners)
2. Are there specific recommendations regarding the core topic responses from the validation team?

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.*

Sample:

| New Program Planning Initiative (Objective) – Core Topic Only | |
|--|---|
| Title (including number): | <i>ER Obj-2 Video Speeches for Student Learning and enhancement</i> |
| Planning years: | <i>(The academic years this will take to complete) 2021-22 to 2024-25</i> |
| Description: | |
| <i>(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.)</i> | |
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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.

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 NEEDS

| 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 | - /ideo cameras \$600 each |
| | | | | | | |
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Ready Accessibility: Investigate 87%

New Program Planning Initiative (Objective) – Core Topic Only

Title (including number): N/A

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
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 Title V

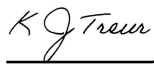
| New Program Planning Initiative (Objective) – Core Topic Only | |
|--|--|
| Title (including number): | |
| Planning years: | <i>(The academic years this will take to complete)</i> |
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| New Program Planning Initiative (Objective) – Core Topic Only | |
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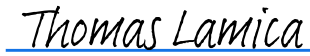
Program Review Signature Page:



Program Review Lead

May 23, 2024

Date



[Thomas Lamica \(May 28, 2024 14:25 PDT\)](#)

Program Dean

May 28, 2024

Date



Vice President, Academic Affairs

Date






ENVT Innovative Scheduling 2023-24

Final Audit Report

2024-06-12

| | |
|-----------------|--|
| Created: | 2024-06-12 |
| By: | Christy Lopez (clopez@hancockcollege.edu) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAA8qsIUQht7o5LP4EVSOBJ1Ta-zd9f45By |

"ENVT Innovative Scheduling 2023-24" History

-  Document created by Christy Lopez (clopez@hancockcollege.edu)
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-  Document emailed to Robert Curry (rcurry@hancockcollege.edu) for signature
2024-06-12 - 11:02:12 PM GMT
-  Email viewed by Robert Curry (rcurry@hancockcollege.edu)
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-  Document e-signed by Robert Curry (rcurry@hancockcollege.edu)
Signature Date: 2024-06-12 - 11:42:57 PM GMT - Time Source: server- IP address: 209.129.94.61
-  Agreement completed.
2024-06-12 - 11:42:57 PM GMT