****Use this template in years when a Core Topic is not selected****

YEARLY PLANNING DISCUSSION TEMPLATE
General Questions

Program Name _____Physics_____**Academic Year** ___2023-2024_____

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

   No.

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

   No significant changes.

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

   Some challenges for chemistry students are addressed in the joint core topic document with Chemistry and Biology.

4. Were there any staffing changes?

   No staffing changes.

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

   Steady or increasing enrollment in our courses.

Learning Outcomes Assessment

Data Saved for submission when entry process is streamlined and staff is available to assist.

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.

No changes at this time

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)?

PHYS 110

b. What were some key findings regarding RSI?

- *Some strengths:* **Excellent and frequent communication by R. Jorstad with his class.**
- *Some areas of possible improvement:* **Collaboration with counseling to make sure that students are aware of their responsibilities in an online course and are able to pre-assess their readiness for this modality.**

c. What is the plan for improvement?

Currently we plan to gather more data on student success and reasons for choosing DE modality.

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.

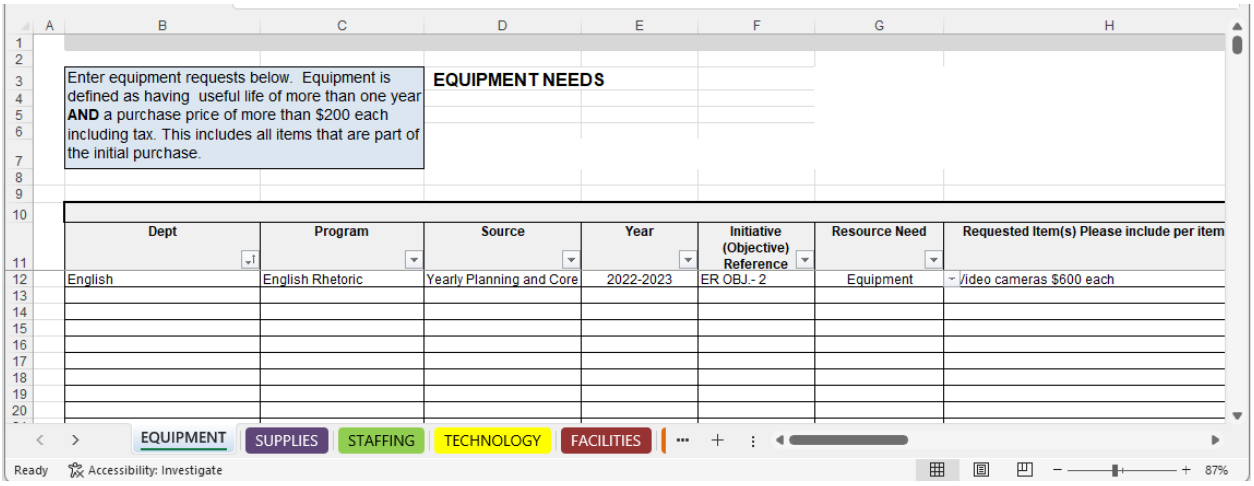
What college plans are associated with this Objective? (Please select from the list below):

☐ **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.



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

EQUIPMENT | SUPPLIES | STAFFING | TECHNOLOGY | FACILITIES

Ready Accessibility: Investigate 87%

New Program Planning Initiative (Objective) – Yearly Planning Only	
Title (including number:	IR - 01 : One-Year Physics for Engineers sequence (separate modern physics)
Planning years:	*2021-22 to 2026-27*

Description:

The physics program is evaluating the possibility of reorganizing course material so that most engineering and computer science majors could complete their lower-division physics requirements in two semesters (currently three are required). This would entail separating all modern physics topics into a single course without classical topics (optics, thermodynamics, harmonic motion). This in turn would require significantly increasing the available Modern Physics labs, which requires additional equipment as detailed in the resources request spreadsheet. The items that relate specifically to this initiative are highlighted in blue.

Note 1: This initiative requires further evaluation because only a single peer institution seems to successfully be able to offer a transfer pathway to any of our target transfer institutions that does not include Modern Physics. If it can be confirmed that a one-year sequence can indeed articulate, and funding is available for the proposed lab equipment then it would be possible to proceed.

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**

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

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	

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**

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**

Program Review Signature Page:

Brian Youngblood	6/13/2024
Program Review Lead	Date
Program Dean	Date
Vice President, Academic Affairs	Date

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.**

☐ **Title V**

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

Physics Innovative Scheduling Discussion 2023-24

Final Audit Report 2024-06-18

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By:	Christy Lopez (clopez@hancockcollege.edu)
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