Moorpark College Discontinuance Process—PROGRAMS

Recommendation Group
Program Recommendations to Executive Vice President Designee
October 26, 2011

Program Discontinuance Review and Analysis Procedure

II. Recommendation Group Review and Analysis

Each college will form a standing recommendation group to examine programs for possible remediation or discontinuance. In designating its recommendation group, each college may choose one of the following options:

> Option A:
> > Colleges will form a recommendation group to examine programs for possible remediation or discontinuance. The recommendation group will have a minimum two-thirds faculty representation, as appointed by the Academic Senate.
>
> Option B:
> > Alternatively, colleges may choose to assign this task to an existing standing committee with majority faculty representation.

The group makes recommendations to the Executive Vice President or EVP designee.
Based upon its analysis of the program metrics, the Recommendation Group has two options:

> Option A: Program Continuance and Revision
> > The Recommending Group proposes program continuance with revision, accompanied by a written justification. A two-year monitoring period is established, including a mandated written first-year progress report.
>
> Option B: Program Discontinuance
> > The Recommending Group proposes program discontinuance, accompanied by a written justification

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Summary:

1. **Computer Science**
   Recommendation: Discontinue Program
   > Discontinue Associate Degree and Certificate
   > Convert to service discipline

2. **Computer Information Systems**
   Recommendation: Discontinue Program
   > Discontinue Associate Degree and Certificate
   > Convert to service discipline

3. **Interior Design**
   Recommendation: Discontinue Program
   > Discontinue Associate Degree, Certificate and all courses

4. **Criminal Justice**
   Recommendation: Program Continuance

Criteria: The criteria used by the Recommendation Group are those listed in the President's email dated October 19, 2011, re. Recommendation Regarding Program Discontinuance Process (see attached).

Justifications: Almost all justifications that are listed underneath each program recommendation are taken verbatim from representative written statements made by members of the Recommendation Group. [Any exceptions are placed in square brackets.]

Abbreviations Used: PP: Program Plan (followed by year and, where appropriate, section)
    PPDR: Program Plan Date Report (followed by semester and year)
    IER: Institutional Effectiveness Report (followed by year)

1. Computer Science

Recommendation: Discontinue Program
> Discontinue Associate Degree and Certificate
> Convert to service discipline

Justification:

College mission:
- Current AA hinders students by requiring more courses than they need to transfer into the major (40 plus units). (Counseling input)

Productivity:
- There is an already low productivity goal of 360, which is not consistently met. (PP2011-12)
- [Productivity] has decreased 13% over last 3 years, from 88% to 76% of 360 college goal. (PP2011-12)

Student demand:
- "General weakness in enrollment in this area nationwide" (Quote from PP2011-12:O1)
- Student demand declined 14% over last 3 years. (PP2011-12)

Employer demand:
- Scans suggest job opportunities are rising but students not responding (1 AS and 1 certificate in 3 years). (PP2011-12:O1)

Extent to which program addresses needs identified by scans:
- Program plan strengths/weaknesses/goals have not changed over last 3 years. (PP2009-10, 2010-11, 2011-12)
- Program does not appear to have completed any short-term or long-term goals. (PP2009-10:P/L, 2010-11:P/L, 2011-12:P/L)

Course completion rate:
- 1 AS and 1 certificate in 3 years. (IER Fall 2011)
- AS and Certificate do not meet the needs of students studying CS; a Bachelor's level degree is needed for employment in computer programming. (Counseling input)
- Low course retention rates. (72%/69%, Fall 2011/Spring 2010, PP2011-12)

Currency of program curriculum:
- Program plans discussed the need to update courses and develop new courses since 2009. (PP2009-10:L1/2, 2010-11:L1/2, 2011-12:L1/2)

Computer Information Systems

Recommendation: Discontinue Program
> Discontinue Associate Degree and Certificate
> Convert to service discipline

Justification:

College mission:
- Does not meet college mission: CIS courses transfer as elective credit only to CSU [with the exception of M16 and only M16 transfers to UC]. (Counseling input)

Duplication of program:
- These classes are available and some even required at many area high schools. In addition, they are readily available at adult schools and through tutorials. (Counseling input)

Productivity:
- Productivity has been volatile in this discipline which has struggled to meet its FTES goal. (PP2011-12)
- [Productivity] has decreased from 152% to 96% of 400 college goal over last 3 years. (PP2011-12)

Student demand:
- Student demand falling from approx. 870 [census enrollment] in 2006 to 690/615 in Fall/Spring 2010 semesters. (PP2011-12)
- The number of students [who need] basic introduction to computers is declining. (PP2011-12)

Employer demand:
- No supporting data on employer demand on program plans.

Course completion rate:
- The AA and Certificates as they exist are not indicative of student needs as evidenced by the low completion rates. (IER Fall 2011)
- Only 5 [Microcomputer Systems] AS degrees and certificates awarded in last three years. (IER Fall 2011)
- No CIS degree completers over last 3 years. (IER Fall 2011)

3. Interior Design

Recommendation: Discontinue Program
> Discontinue Associate Degree, Certificate and all courses

Justification:

College mission:
- Due to lack of student demand program plan suggests to "continue to offer the core courses but offer those courses that draw the community as much as possible". (PP2011-12 A2)
- The program relies on "courses that have been driven by enrollment from the community at large" rather than degree/certificate seeking students [no longer part of core college mission]. (PP2010-2011:ES3)

Productivity:
- There is an already lower productivity goal of 450, which is not consistently met. (PP2011-12)
- [Productivity is] very low. 69% to 81% of 450 college goal over last 3 years. (PP2011-12)

Student demand:
- Student numbers peaked in 2006-7 and have fallen since (maximum of 361 [census] enrollments in Spring 2006, down to 188 in Fall, 2011). (PP2009-10 and PPDR)
- The program has had difficulty retaining students. (PP2010-11:O4).

Employer demand:
- A lack of local industries that hire graduates justifies elimination of the degree and certificate programs. (PP2011-12)
- Environmental scans speak to [how] the economy has affected the job market for this field making it lower in demand and very difficult to secure jobs. (PP2011-12:ES1)
- The program plan scans state that professionals already working in the field are seeking ways to "reinvent themselves" to continue gainful employment due to the high impact of the housing market collapse. (PP2011-12:ES1)

Course completion rate:
- 22 AS and 31 Certificates awarded over the last three years but probably represent a significant overlap as requirements for both are identical. (IER Fall 2011; Curriculum input)
- Few degree completers over last 3 years. Lower than average retention rates. (IER Fall 2011; 78% Fall 2010, PP2011-12)

Currency of program curriculum:
- Confusion amongst students between interior design and interior decorating. (PP 2011-12:ES3)
- Most of the ID classes transfer to CSU, and . . . articulate with specific classes at several CSU's. But MC students can still transfer, without having any ID classes here. (Counseling input)

Currency of curriculum related to transfer/employer demand:
- Curriculum last updated in 1998. (PP2011-12)

4. **Criminal Justice**

Recommendation: Program Continuance

Justification:

College mission:
- This program meets both the college transfer and career preparation components of our mission. (Counseling input)
- We have several local 4-year colleges which offer this major (CLU, CSU, LA and others) . . . our students may not get a CJ degree from MC, but they have taken several CJ classes here, and go on to complete a higher degree in CJ. (Counseling input)
- [Local universities] give program unit credit for our courses -- course completion credit not just elective credit. (Counseling input)
- Program has recently completed its TMC. (Curriculum input)

Program duplication:
- The Moorpark two-year transfer-oriented program is structured very differently from Ventura's predominantly two-year terminal CTE program. (Counseling input)
- Ventura's and Moorpark's programs meet different student needs. They are not appropriate for consolidation. (Curriculum input)
- Degree offered at Ventura College is a CTE focus designed for immediate job placement in specific areas of law enforcement. The MC program is focused on transfer to CSUN, CLU, and CSULA . . . these colleges give program unit credit for our courses (course completion credit not just elective credit). (Counseling input)

Productivity:
- Dramatically rising productivity rate from approx. 60% in 2008 to over 100% in 2010 (116% in Fall 2011). (PP2011-12; PPDR Fall 2011)
- Data reveals increased production with 16 CRN's and 104% of college goal of 600. (PP2011-12)

Student demand:
- Growing student demand for program as demonstrated by increased student enrollment from approx. 400 [census enrollment] in 2006 to over 650 in 2011 (376 in Spring 2006 to 650 in Spring 2010; 741 enrolled in Fall 2011). (PP2009-10, 2010-11, 2011-12)
- The enrollments for CJ have been impacted for the past three years, with the program achieving over 100% of the FTES goal (which is already higher than 525 for this discipline). (PP2011-12)
- Program Plan states CJ is "stable but impacted: slow or moderate rate of growth due to being impacted -- could grow if resources of facilities were available". (PP2011-12)

Course completion rate:
- High retention rate at approx. 90% (91% Fall 2010; 89.9% Spring 2011). (PP2011-12)
- Evidence of 40 degree completers over last 3 years. One of highest completion rates across all disciplines. (IER Fall 2011)

Moorpark College Discontinuance Process—PROGRAMS

Executive Vice President Designee
Program Recommendations
October 31, 2011

Program Discontinuance Review and Analysis Procedure

III. Executive Vice President Review, Analysis and Recommendation

Upon receiving and analyzing the formal written report of the Recommendation Group, and following consultation with discipline faculty the Executive Vice President, or designee, formally informs the area dean, department chair, discipline faculty and the Academic Senate President of programs that have been identified for possible discontinuance, accompanied by a written rationale for the recommendation.

The district and college are anticipating deep budget shortfalls and programs have been reviewed for possible discontinuance, consolidation, or suspension. In accordance with the agreed upon procedure, the program report received on October 26, 2011 from the Moorpark College Recommendation Group was reviewed and analyzed. On October 26 and October 27, 2011, discipline faculty, department chairs, and deans for each program were consulted. The input from these consultation sessions and the analysis of the report from the Recommendation Group form the basis for the following recommendations:

Summary:

1. **Computer Science Program**
   Recommendation: Discontinue Associate Degree and Certificate
   Convert to service discipline

2. **Computer Information Systems Program**
   Recommendation: Discontinue Associate Degree and Certificate
   Convert to service discipline

3. **Interior Design Program**
   Recommendation: Discontinue Associate Degree, Certificates, and all courses

4. **Criminal Justice Program**
   Recommendation: Continue offering Associate Degree, Certificates, and all courses

1. Computer Science Program

Recommendation Summary: Discontinue Associate Degree and Certificate --Convert to service discipline

On October 27, 2011 at 6:00 PM a consultation session for this program was held with the Executive Vice President Designee. The following Computer Science faculty, department chair, and administrator were present:

- Martin Chetlen, Department Chair
- Christine Aguilera, Faculty
- Vish Viswanath, Faculty (via phone conference)
- Lisa Miller, Dean

Discipline faculty indicate:
- students taking CS classes are primarily transfer oriented
- students do not want or need CS degrees or certificates
- employers do not require or value associate level degrees in this area
- there had been a steady decline in enrollment however this trend is reversing and current enrollments are better with most classes full
- professional publications indicate upward trend in employment opportunities
- higher-level jobs are available but require advanced degrees
- most classes can only seat 24 students due to laboratory size
- most classes are 4 units (3 hours lecture, 3 hours lab) with a .3333 faculty load
- 2-3 specific CS courses serve as support to mathematics and engineering
- there have never been many declared CS majors
- a TMC for CS is being developed at the state level
- students value the higher-level CS classes for transfer
- Moorpark College CS students often win awards and state competitions
- higher-level courses are important for students wishing to transfer

Rationale for Recommendation:
- Associate Degrees and Certificates in Computer Science are not meaningful to either transfer institutions or employers.
- very few students indicated interest in pursuing degrees at the associate level and typically transfer prior to completion of any degree pattern.
- course productivity remains low
- lower level Computer Science classes are essential as support and prerequisite classes to other programs of study and need to be regularly offered but two year degrees and certificates specific to Computer Science are not valued or essential.

Recommendation-- Discontinue Offering Associate Degrees and Certificates
Following this discussion with program faculty and the review and analysis of the reports submitted by the Recommendation Group, it is recommended that the Computer Science Program Degrees and Certificates be discontinued. It is recommended that specific courses, as determined by discipline faculty and administration in consultation with counseling faculty, be offered on a regular basis in service to other Moorpark College programs and disciplines.

2. Computer Information Systems Program

Recommendation Summary: Discontinue Associate Degree and Certificate --Convert to service discipline

On October 26, 2011 at 4:15 PM a consultation session for this program was held with the Executive Vice President Designee. The following computer information systems faculty and administrator were present:

- Mary Mills, Faculty and Department Chair
- Inajane Nicklas, Dean

Discipline faculty indicates:
- there are specific classes that serve other disciplines and are part of the degree patterns
- CIS courses are needed for job retraining by members of the community and help people get jobs
- job retraining is essential during times of low employment
- this is an important CTE program
- there are limited degree and certificate completers
- proficiency awards have been awarded but not tracked
- all disciplines expect students to have computer skills and these skills are essential for student success
- students request computer assistance in open access lab indicating they need the skills
- other colleges (Pierce & COC) have these programs
- there are ideas in the works for new ways to package/deliver content
    - creating 18 units or certificates
    - create higher-level certificates e.g. project management, admin assistant training, etc.
    - partner with adult schools to create a bridge
    - core groups to combine into Certificates
    - work with multimedia for Web design

Rationale for Recommendation:
- students are not interested in CIS degrees or certificates as evidenced by minimal completers
- employers do not indicate an interest in specific CIS degrees or certificates
- some specific classes are required to support other college programs
- traditional age students are coming in with many of these skills and do not need traditional coursework to acquire additional skills necessary to support academic work

Recommendation-- Discontinue Offering Associate Degrees and Certificates
Following this discussion and the review and analysis of the reports submitted by the Recommendation Group, it is recommended that the Computer Information Systems Program Degrees and Certificates be discontinued. It is recommended that specific courses, as determined by discipline faculty and administration in consultation with counseling faculty, be offered on a regular basis in service to other Moorpark College programs and disciplines. In order to meet the needs of students requiring basic specific computer program skills, it is recommended that the college explore a way to inform students of free instructional modules available (such as Lynda.com) in a variety of computer programs available for students requiring specific computer program skills for course completion.

3. <u>Interior Design Program</u>

Recommendation Summary: **Discontinue Associate Degree, Certificates, and all courses**

On October 26, 2011 at 12:00 PM a consultation session for this program was held with the Executive Vice President Designee. The following Interior Design faculty and administrator were present:

- Tim Stewart, Faculty and Department Chair
- Julius Sokenu, Dean

Discipline faculty indicates:
- current classes have been effected by the rumors of program discontinuance
- there are few jobs currently available in the field
- it is difficult to track job placements
- productivity has declined
- related industries are not doing well in this economic climate
- other colleges in the area have programs available
- if it were transfer program it might have greater value
- few students pursue degree or certificate completion

Rationale for Recommendation:
- many of these courses target community enrichment rather than academic completion
- there are few jobs available to completers
- student enrollment continues to drop
- courses are not required by other college programs

Recommendation--Discontinue Offering Associate Degrees, Certificates, and Courses
Following this discussion and the review and analysis of the reports submitted by the Recommendation Group, as the Executive Vice President Designee, it is recommended that the Interior Design Degrees and Certificates Program be discontinued. Discipline faculty and division Dean, in consultation with counseling faculty, to schedule courses so any students close to completion will be able to finish during spring 2012. Every effort will be made to refer interested students to other colleges with active programs.

3. Criminal Justice Program

Recommendation Summary: Continue offering Associate Degree, Certificates, and all courses

On October 27, 2011 at 4:00 PM a consultation session for this program was held with the Executive Vice President Designee. The following Criminal Justice faculty and administrator were present:

- David Harrington, Faculty
- Leeann Mulville, Faculty
- Cynthia Barnett, Faculty and Department Chair
- Lori Bennett, Dean

Discipline faculty indicate:
- CJ is the fourth highest discipline on campus awarding degrees and certificates
- while a CJ program exists at Ventura College, its focus is primarily career/technical, moving students into the academies and immediate job placement rather than transfer to four-year institutions
- declared majors have increased each year
- depending on transfer intentions, students pursuing CJ are often declared as other majors and not tracked as CJ majors
- students who transfer and complete higher level degrees are more competitive both before and after hire
- CJ courses meet the needs of other disciplines and degree programs
- a TMC is completed
- SLOs are in progress
- productivity and retention are high
- internships are in progress

Rationale for Recommendation:
- even though the district and college are anticipating deep budget shortfalls this program continues to be vital, productive, and an effective and essential college program
- programs at MC and VC and are significantly different and not suitable for consolidation
- CJ students at MC are actively completing degree and transfer patterns at a high rate
- a TMC is in place and will increase the already high level of completers
- productivity and retention are good

Recommendation--Continue Offering Associate Degrees and Certificate
Following this discussion and the review and analysis of the reports submitted by the Recommendation Group, it is recommended that the Criminal Justice Program, as it currently exists, continue to be offered at Moorpark College.

IV. Academic Senate Review and Recommendation

After reviewing the recommendations and the supporting documentation of the Executive Vice President concerning possible program discontinuance, the Academic Senate shall review the recommendations and supporting documentation and take one of the following actions:

1)   Concur with the recommendations of the Executive Vice President; or

2)   Demur with the recommendations of the Executive Vice President and propose an alternative course of action to address the issues set forth in the Vice President's justification for program discontinuance.

The Academic Senate's formal written recommendation shall be transmitted to the College President no later than two regularly scheduled meetings after receiving said written rationale for the program discontinuance recommendation.