

## **Moorpark College Discontinuance Process—PROGRAMS**

### **Executive Vice President** **Program Recommendations** **October 18, 2012**

#### **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.

In accordance with the agreed upon Program Discontinuance Procedure, the program report received on October 15, 2012 from the Moorpark College Recommendation Group was reviewed and analyzed. On October 16 and October 17, 2012, discipline faculty, department chairs, and deans for each program were invited for a consultation. The input from these consultation sessions and the analysis of the report from the Recommendation Group form the basis for the following recommendations from the EVP.

---

#### **Drafting Technology Program**

**Recommendation: 1. Discontinue Drafting Technology/CADD Certificate of Achievement, 2. Discontinue CADD Proficiency Award, and 3. Discontinue discipline and associated courses**

There was agreement among the EVP, the Recommendation Group and the discipline faculty, who attended the EVP's meeting on the program's future, on the following recommendations:

- discontinuance of the Drafting Technology/CADD Certificate of Achievement
- discontinuance of the CADD Proficiency Award
- discontinuance of the discipline and associated courses

Justification included the fact that drafting courses do not meet general education requirements, are very limited in transferability, and the drafting courses are not part of the lower division major preparation for any of the Engineering Programs at local universities and colleges. In addition, the Moorpark College Engineering Program has included the CAD skills necessary for its students in an engineering course.

There is also a decreased need for drafting skills in the job market and in discussing community learning needs with the discipline faculty, it was clear that the advanced skills taught in some of the for-credit drafting courses could be better provided to those currently in the field through community and contract education, both of which could generate revenue for the college. This is currently being explored by the division dean and drafting faculty.

**MOORPARK COLLEGE**  
**PROGRAM DISCONTINUANCE RECOMMENDATION GROUP**

**Report to Interim Executive Vice President**  
**October 15, 2012**

**Summary:**

**1. Drafting Technology**

Recommendation: Discontinue Program  
Discontinue Drafting Technology/CADD Certificate of Achievement  
Discontinue CADD Proficiency Award  
Discontinue discipline and associated courses

**2. Education**

Recommendation: Program Continuance and Revision  
Discontinue EDU M03 and M80  
Continue EDU M02

**3. Nutritional Science**

Recommendation: Program Continuance and Revision  
Discontinue NTS M07 and M20  
Continue NTS M01

**Criteria:**

The criteria used by the Recommendation Group are those listed in AP 4021: Program Discontinuance (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 Data Report (followed by semester and year)  
IER: Institutional Effectiveness Report (followed by year)

# **1     Drafting Technology**

## **Recommendation: Discontinue Program**

Discontinue Drafting Technology/CADD Certificate of Achievement  
Discontinue CADD Proficiency Award  
Discontinue discipline and associated courses

## **Justification:**

### **College mission:**

- Drafting courses do not meet Gen Ed and are very limited in transferability (Counselor input)
- Drafting courses are not part of lower division major prep for any of the engineering majors at our local feeder schools (Counselor input)

### **Duplication of program:**

- Alternate and more substantial program offered at Ventura College (8 courses in Fall 12: VC Schedule)

### **Productivity:**

- Low productivity (decline from Fall 09: WSCH 487, to Fall 12: WSCH 439; PP2011-12; PPDR)

### **Student demand:**

- Low student demand for the courses . . . as can be seen by the fact that the current classes are not filling completely (PPDR Fall12: 118 students enrolled in 5 sections with a total cap of 151)
- Reductions in enrollment: Spring 2010 – 269 students; Spring 2012 – 117 students (PPDR)

### **Employer demand:**

- Decreased need for [drafting] skills . . . in the job market. The C.O.E. Nov 2011 analysis of drafting/CAD job availability reveals that there is a diminishing need for drafting skilled workers. Their report details that in 2011 there were only 12 job openings in Ventura County (Ventura County Centers of Excellence report)

### **Course completion rate:**

- The 2011-12 Liberal and General Studies Associates Degree and Certificate Award Analysis identifies an overall low number of completers, only [17] in the last 4 years from 2008-09 to 2011-12 (IER 2011-12)
- Low number of student completers – certificates: only 2 awarded in 2011 for Architectural Option Certificate, and only 2 awarded since 2008 in Civil Engineering Option Certificate (IER 2011-12)

### **Currency of program curriculum:**

- The last full update of its [Course Outlines of Record] was in 1992 (PP 2011-12)

## **Moorpark College Discontinuance Process—COURSES**

### **Executive Vice President**

### **Course Recommendations**

**October 18, 2012**

#### **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.

In accordance with the agreed upon Program Discontinuance Procedure, the course report received on October 15, 2012 from the Moorpark College Recommendation Group was reviewed and analyzed by the EVP. On October 16, 2012, discipline faculty, department chairs, and deans for each set of courses were consulted. The analysis of the report from the Recommendation Group and information from the consultation with discipline faculty, chairs, and deans form the basis for the following recommendations from the EVP.

---

### **Nutritional Science Courses**

#### **Recommendation:**

##### **1. Discontinue**

**NTS M07 – Cultural Foods**

**NTS M20 – Sanitation and Safety**

##### **2. Continue**

**NTS M01 – Nutritional Science**

There was agreement among the Recommendation Group, the discipline faculty, and the EVP on the following:

- Discontinuance of NTS M07 – Cultural Foods and M20 – Sanitation and Safety
  - Justifications included the fact that the COR for both courses is outdated and the courses are not required for any current degree or certificate. It was felt that the content of M20 might be better provided to those in the field through community education offerings since this course prepares students to take a certification exam required of those working in any food service preparation.
- Continuance of NTS M01 – Nutritional Science
  - Justification: course meets a major preparation requirement for transfer to CSUN and other universities for several majors, including Kinesiology, Athletic Training, Family and Consumer Affairs, and Public Health. It is also a prerequisite for nursing programs at

many schools and a highly recommended course for MC nursing students. In addition, M01 is a CSU general education course and is transferable.

## **Nutrition**

### **Recommendation: Program Continuance and Revision**

Discontinue NTS M07 and M20

Continue NTS M01

### **Justification:**

#### **College mission:**

- M07 is . . . not part of any degree/certificate pattern and M20 not required for students to take the Serv Safe certification exam (Counselor input)
- [M01] meets major prep requirement for transfer to CSUN and other universities for several majors, including Kinesiology, Athletic Training, Family and Consumer Science, Public Health (Counselor input)
- [M01] is a prerequisite for the nursing program [at many schools] (Curriculum Co-Chair input)
- M01 is a [CSU and UC] GE course . . . and is transferable (Counselor input)

#### **Productivity:**

- The 2011-12 Program Plan evaluation marks are mostly HIGH or medium; they are above the 525 (PP 2011-12)

#### **Duplication of program:**

- Oxnard College does not have an equivalent course [M01] (OC Catalog, 2012)
- At Ventura College [M01 is under] Health [Education] (VC Catalog, 2012)
- [Safe Serv exam content, covered in M20,] can be obtained on-line (Curriculum Co-Chair input)

#### **Student demand:**

- The PPDR spanning over the last three and a half years (Fall 2009-Fall 2012) asserts that this course has met or exceeded its cap in an average of 5 CRNs each semester (PPDR Fall 2009-Fall 2012)

#### **Extent to which program addresses needs as identified by environment scans:**

- Kinesiology is an impacted major at many of the CSUs so no access to this course [NTS M01] would be a disadvantage to our students (Counselor input)

#### **Currency of program curriculum:**

- NTS M07 has not been active for several years; NTS M20 coursework is outdated (Curriculum Co-Chair input)

## **Moorpark College Discontinuance Process—COURSES**

### **Executive Vice President**

### **Course Recommendations**

**October 18, 2012**

#### **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.

In accordance with the agreed upon Program Discontinuance Procedure, the course report received on October 15, 2012 from the Moorpark College Recommendation Group was reviewed and analyzed by the EVP. On October 16, 2012, discipline faculty, department chairs, and deans for each set of courses were consulted. The analysis of the report from the Recommendation Group and information from the consultation with discipline faculty, chairs, and deans form the basis for the following recommendations from the EVP.

---

### **Education Courses**

#### **Recommendation:**

##### **1. Discontinue**

**EDU M03 – Teaching Field Experience and**

**EDUM80 – Internship in Education**

##### **2. Inactivate**

**EDU M02 – Introduction to American Education**

There is agreement among the Recommendation Group, the discipline faculty and the EVP on the following:

- Discontinuance of EDU M03 – Teaching Field Experience
- Discontinuance of EDU M80 – Internship in Education
  - Justification: neither course meets GE requirements and is not part of the Elementary Education TMC.
- Inactivate EDU M02 -- Introduction to American Education
  - Justification: EDU M02 – Introduction to American Education is a major preparation course for the Liberal Studies major at most four year institutions and is a requirement for the Elementary Education TMC. Should this degree pattern be developed by discipline faculty in the future, this course would be required.

## **Education**

### **Recommendation: Program Continuance and Revision**

Discontinue EDU M03 and M80

Continue EDU M02

### **Justification:**

#### **College mission:**

- [M02, M03 and M80 have] no current TMC or degree; do not meet GE requirement (Counselor input)
- [M02, M03 and M80 are] not required for [a Moorpark Liberal Studies] major (Counselor input)
- EDU M02 is a major prep for Liberal Studies major [at four year institutions]
- The TMC for Elementary Education requires [M02] for the AA-T degree (Counselor input)
- Moorpark currently does not have the [Elementary] Education TMC but if demand increases, [and we chose to create one, M02] would be needed (Curriculum Co-Chair input)

#### **Duplication:**

- Ventura College has not offered their equivalent course [M02] since Spring 2011 (VC Schedules, Sp & Fall 2011, 2012)
- Oxnard College has limited offerings [since Spring 2011 only two sections offered, both with low enrollment] (OC Schedules, Sp and Fall 2011, 2012)

#### **Student demand:**

- Low student demand [only M02 offered in past 7 semesters; no sections of M03 or M80 offered during this time] (PPDR Fall 2009-Fall 2012)
- Reduction in student interest [in M02]: 77 students enrolled in Fall 2009; 30 in Fall 2012, and a reduction to one section (PPDR)

#### **Extent to which program addresses needs as identified by environment scans:**

- The trend of CSU campuses over the past few semesters is to only admit students who have completed a TMC (Counselor input)

#### **Employer demand:**

- The 2012-13 Program Plan Environment Scans reveal that specifically in the areas of “Elementary Education and Elementary Administration there is a projected 4.8% and 6.4% increase in demand for employment” (PP 2012-13)

#### **Currency of program curriculum:**

- The EDU M02 course curriculum is up to date (Curriculum Co-Chair input)