



MOORPARK COLLEGE

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From: Mary Rees, Interim Vice President of Academic Affairs
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Cc: Jennifer Clark, Vice President of Business Services
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Date: May 11, 2021
Subject: Program Evaluation 2020-2021

The Program Evaluation meetings were conducted October 2020 through April 2021. The meetings were co-chaired by the Vice President of Academic Affairs and Vice President of Student Support with participation of the Vice President of Business Services, Academic Senate President, and each program's discipline faculty, Department Chair and Division Dean. Completed Program Evaluation forms were sent to the division office for final comments and input from the discipline faculty. Starting in 2018-2019, programs are routinely reviewed on a three-year cycle unless otherwise established by management or requested by the program.

Program Evaluations

43 programs were reviewed. For each program,

- Program Planning Data Report and other relevant productivity data were reviewed,
- External/internal scans data were considered,
- Service area productivity data were considered,
- Budget and resource requests were validated against need, and
- Program evaluation criteria, as represented on the EdCap-developed Program Plan Evaluation form, was used to determine each program's status (*No Action Needed, Strengthen the Program, Reduce the Program, or Review for Discontinuance*).

Program Status 2020-2021

Of the 43 programs evaluated:

No Action Needed	5 programs
Strengthen the Program	36 programs
Reduce the Program	0 programs
Review for Discontinuance	0 programs

The dialogue during these evaluation sessions included an examination of program strengths and goals. The discussions included equity and disaggregated data for the programs, campus-wide initiatives, such as improving student success and completion rates, AB705, labor market data, SLO assessment and program improvement, program productivity rates, new degrees and certificates, outreach and marketing efforts, monitoring job placement data, building connections across programs and in the community, participation in district-wide initiatives, staffing and workload issues, and facility needs. The sessions also included program-specific discussions, based on the unique goals and needs of each program.

Most discussions included how the programs have responded to the COVID-19 pandemic. This included its impact on student numbers, pedagogy and the budget. The discussion also includes how best to use HEERF funds to meet the needs of students impacted by Covid. Discussions also included the understanding that the college was seeking additional growth opportunities and how to bring students back to campus.. The discussions also re-confirmed the need for the college to maintain a healthy mix of courses and programs while focusing on the core mission of transfer, career technical education, and basic skills. The number of programs given a “Strengthen program” is high due to the impact of Covid and it’s effect on program’s enrollment.

The evaluation designations (No Action Needed, Strengthen the Program, Reduce the Program and Review for Discontinuance) align with AP 4021 and the evaluation criteria adopted by the Academic Senate. Status “Strengthen the Program” is a broad and inclusive category. Programs in this category range from those in need of greater staff or facilities support to those with low enrollment or completion rates. Supporting comments related to that designation are included in the Program Review Vice President Summary.

Based on the 2020-2021 Program Review, no programs were designated with the Reduce the Program status or the Review for Discontinuance status. The financial, technology, and human resource requests in the program plans were reviewed. Program resource requests were forwarded to the appropriate committees for review and resource allocation planning. This process creates an immediate linkage of program planning and resources prioritization and allocation through the appropriate governance group.

Lessons Learned

- Continue to emphasize programs’ focus on disaggregating data for achievement gaps in completion and success rates then identify what is being done based on this data analysis.
- Need to help programs better connect strategic directions with resource allocation.
- Continue program plan training sessions during FLEX, professional development activities, as well as the individual Institutional Effectiveness trainings for each Program Plan as held this year.
- Continue 3-year cycle for 2021-2022
- Continue setting 60 minutes for each program plan meeting
- Maintain current template for 2021-22 in response to feedback from programs
- Need to review the timeline within an integrated planning approach
- Need to establish Review process for programs that do not have leadership planning meeting.

Trends

Covid

- Student Support help for students impacted by Covid
- Basic needs for students impacted by Covid

Tutoring

- Need for more course embedded tutors
- Need for more discipline specific tutors
- Need for more online tutoring; Technology
- Renewal of contracts (NetTutor, etc.)

Marketing

- Desire for increased marketing and outreach for college programs

Website

- Prioritize and fund website and guided pathway integration

Facilities and Space Limitations

- Additional space needed for programs
- Expanded space for several programs (Health Center, TLC, EOPS, more)
- Testing center (Math, ACCESS)
- Student spaces for community building should be increased; Outdoor performing arts stage area

Distance Ed Support

- Instructional technologists
- Compensation for faculty to put classes on CVC-OEI
- FT DE Coordinator

CTE

- Continue and grow CTE program outreach
- Increased work based learning opportunities such as internships

Personnel

- Multiple and repeat requests for classified and faculty support
- FT instructional faculty, especially from very small programs
- PT instructional faculty (from hard-to-recruit disciplines – CS, Physics, Graphics/Multimedia, etc.)
- Classified support (lab techs, PA techs, to staff open computer labs so can extend hours for students)
- Interns (Game Design, PA, etc.)

Alternate Modes of Delivery

- Discussions on optimal online sections offered
- Increase in dual enrollment courses offered
- Increase in PACE offerings

Textbook costs

- Increased need to promote ZTC/LTC; provide faculty stipends
- Increased need for textbook lending

Program	Course of Action
ACCESS	Strengthen the program
Accounting	Strengthen the program
Admissions and Records	Strengthen the program
Anthropology	No action needed
Art	Strengthen the program
ATZ	Strengthen the program
Biology	Strengthen the program
Business	Strengthen the program
CalWorks	Strengthen the program
Career Transfer Center	Strengthen the program
Chemistry	Strengthen the program
Child Development	Strengthen the program
Computer Network Systems Engineering	Strengthen the program
Counseling	5/10/21
Criminal Justice	Strengthen the program
Custodial Svcs	Strengthen the program
DE and Instructional Technology	Delayed to Fall 2021
Dual Enrollment	Strengthen the program
Facilities Svcs	Strengthen the program
Geology	Strengthen the program
GPS (FYE)	Strengthen the program
Grounds Svcs	Strengthen the program
History	Strengthen the program
Honors	Strengthen the program
Information Technology	Strengthen the program
Journalism	Strengthen the program
Library	Strengthen the program
Maintenance Svcs	Strengthen the program
Marketing and Advancement	Strengthen the program
Math	Strengthen the program
Music	Strengthen the program
Nursing	Strengthen the program
Operations	Strengthen the program
Optical Technology	Strengthen the program
PACE	Strengthen the program
Physics/Astronomy	Strengthen the program
Political Science	No action needed
Psychology	Strengthen the program
RadTech	No action needed
Scholarships	No action needed
Student Health Center	5/10/21
Teaching & Learning Center	No action needed
Theater Arts/Technical Theater	Strengthen the program
World Languages	Strengthen the program