Instructional School Program Review Workspace

Mathematics, Biological, Exercise & Physical Sciences

Created on: 10/07/2015 04:27:00 PM EDT
Last Modified: 09/08/2016 02:07:42 PM EDT

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General Information (Instructional School Program Review Workspace)

Standing Requirements

◈ School Mission Statement

The School of Mathematics, Biological, Exercise and Physical Science (MBEPS) provides a learning-centered environment that produces students who are prepared for future course work in their educational careers, as well as being highly qualified for success in their chosen professions.

Our vision is to offer high quality programs in math and science at all California Community College levels. MBEPS strives to be a school with outstanding instructors and staff that will provide a high level of support and instruction for all students. This vision of placing students first is evident by our instructors' and staffs' concern about our students' success, paired with their passion for teaching and an overall commitment to improving our educational landscape through various means with an emphasis on conversation and collaboration between colleagues.

2015-2016 Program Review

◈ School Goals

Mathematics, Biological, Exercise & Physical Sciences Goal Set

Outcome

Outcome	Mapping
GOAL 1 Successful completion of student personal ed-plan thereby increasing- -student's rate of transfer to 4-year institution. -student's completion of Associate Degree -student's completion of certification achievement/performance for career goal.	**Miramar Strategic Plan:** Strategy I.1, Strategy I.2, Strategy I.3, Strategy II.1, Strategy II.3, Strategy III.1, Strategy III.2, Strategy IV.1
GOAL 2 Implement curricula and program improvement strategies necessary to ensure students receive the highest quality education by- -remove obsolete courses from the catalog -appoint a contract faculty to act as lead coordinator for a course that has multi offerings, i.e., Lead coordinator for Biol-107, Math-119 -Link courses student need for completion via Learning Communities i.e., LCOM. -review SLO questions for each course biennially and update as needed.	**Miramar Strategic Plan:** Strategy I.1, Strategy I.2, Strategy I.3, Strategy II.1, Strategy II.2, Strategy II.3, Strategy II.4
Goal 3 Develop a comprehensive program review for each department that -contains all SLO for each class in a Blackboard (Canvas) portal -Identifies the lead instructor for each class -shows date of when results are updated in Taskstream. -statement of summarizing instructional planning and resource allocation. -Hire qualified support (ILTs) that specialize in certain disciplines like BioTechnology, Organic & Anlytical Chemistry, Anatomy, MLTT, Math Lab Coordinator -list of necessary resource needed for program	**Miramar Strategic Plan:** Strategy I.2, Strategy I.3, Strategy II.2, Strategy II.3, Strategy II.4, Strategy III.2, Strategy IV.2
GOAL 4 Modify existing curricula to enhance student-centered activities that fosters inclusiveness and sustainability awareness.	**Miramar Strategic Plan:** Strategy III.1, Strategy III.2, Strategy IV.1, Strategy IV.2

◈ Action Plan

Actions

Mathematics, Biological, Exercise & Physical Sciences Goal Set

Outcome

GOAL 1

Successful completion of student personal ed-plan thereby increasing-
-student's rate of transfer to 4-year institution.
-student's completion of Associate Degree
-student's completion of certification achievement/performance for career goal.

▼ **Action:** Action 1

Action/Activity details: • Work with counselors to outline an ed-plan that shows sequence of courses needed for each student to achieve educational goals.
• Develop an assessment test to properly place student in correct level course in accordance to student's ed-plan.
* Designate LCOM for certain course so students have a plan of completing courses for their degree.
• Improve basic skills courses to prepare students for core courses.
• Offer accelerated basic skill course to help those students complete their basic skill courses.
• Provide tutor/mentor service and/or supplement instructor for those courses with high failure rate or poor retention rate
• Provide professional development activities and conference opportunities for instructors.
• Hire qualified instructors and staff to support program necessary for student to complete ed-plan.

Implementation Plan (timeline): 2015-2016
- Bring a culture of change to each department placing student success at the top of each department's goal.
- Identify those courses suited for LCOM and begin linking those courses via CurricuNet
- Identify basic skill courses that will benefit from accelerated curriculum.
- Identify a lead faculty that will coordinate the tutor/SI and help room personals.

2016-2017
- Work with counselors and basic skill programs to help student connect and identify ed-plan.
- Hire qualified instructor and staff support

Responsible Program and Faculty/Staff: Chairs and Dean Discipline faculty and ILT supervisor

Budget approval required? (describe): Requires support from district and college.
Need to go through hiring committee process.

Budget request amount: $0.00

Priority: High

GOAL 2

Implement curricula and program improvement strategies necessary to ensure students receive the highest quality education by-
-remove obsolete courses from the catalog
-appoint a contract faculty to act as lead coordinator for a course that has multi offerings, i.e., Lead coordinator for Biol-107, Math-119
-review SLO questions for each course biennially and update as needed.

▼ **Action:** Action 2

Action/Activity details: - Provide mentor/tutor and/or supplement instructor for courses with low success rate.
- Provide tools such as computers and other technology for instructor to deliver quality courses.
- Provide routine professional development for each instructor to stay abreast of successful best practices.
-Provide services contract and maintenance services to maintain instruments, equipment and other technology used in departments.

Implementation Plan (timeline): 2
- Identify courses that are in need of tutors and supplement instructor.
- Hire qualified instructors and staff to support program necessary for student to complete ed-plan.
- Have department identify in their program review necessary technology to provide quality education to each of their class.
- Have faculty give a seminar to department or school of what they learn at each conference they attend.

Responsible Program and Faculty/Staff: Discipline faculty, Chairs and Dean

Budget approval required? (describe): Identify resources needed to help improve quality of each course and program via program review resource allocation.

Budget request amount: $0.00

Priority: High

Goal 3

Develop a comprehensive program review for each department that
-contains all SLO for each class in a Blackboard (Canvas) portal
-Identifies the lead instructor for each class
-shows date of when results are updated in Taskstream.
-statement of summarizing instructional planning and resource allocation
-list of necessary resource needed for program

▼ Action: Action 3

Action/Activity details: Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources, curriculum revisions, and improved student success and completion.

Implementation Plan (timeline): April 2016
The cycle will be reset this spring and SLO assessments will be inputted in Taskstream. This will provided initial data for the upcoming 3 year cycle.

Responsible Program and Faculty/Staff: All contract faculty and Chairs will conduct SLO assessment and upload results to Taskstream starting on April 2016.

Budget approval required? (describe): None

Budget request amount: $0.00

Priority:

GOAL 4

Modify existing curricula to enhance student-centered activities that fosters inclusiveness and sustainability awareness.

▼ Action: Action 4

Action/Activity details: -Hire diverse faculty / Staff
-Recruit and retain diverse cohorts of students
-Increase the military students and provide special service to our veterans
-Work with Counselors and Student Services to use proven strategies to recruit and retain students from historically marginalized groups.

Implementation Plan (timeline): 2015-
-Work with student services to have faculty identify historically marginalized group and best practices to support student success.

Responsible Program and Faculty/Staff: All faculty, staff, chairs and Dean

Budget approval required? (describe):

Budget request amount: $0.00

Priority:

◈ Status Report

Action Statuses

Mathematics, Biological, Exercise & Physical Sciences Goal Set

Outcome

GOAL 1

Successful completion of student personal ed-plan thereby increasing-
-student's rate of transfer to 4-year institution.
-student's completion of Associate Degree
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▼ Action: Action 1

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* Designate LCOM for certain course so students have a plan of completing courses for their degree.
• Improve basic skills courses to prepare students for core courses.
• Offer accelerated basic skill course to help those students complete their basic skill courses.

for career goal.

• Provide tutor/mentor service and/or supplement instructor for those courses with high failure rate or poor retention rate
• Provide professional development activities and conference opportunities for instructors.
• Hire qualified instructors and staff to support program necessary for student to complete ed-plan.

Implementation Plan (timeline): 2015-2016
- Bring a culture of change to each department placing student success at the top of each department's goal.
- Identify those courses suited for LCOM and begin linking those courses via CurricuNet
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- Identify a lead faculty that will coordinate the tutor/SI and help room personals.

2016-2017
- Work with counselors and basic skill programs to help student connect and identify ed-plan.
- Hire qualified instructor and staff support

Responsible Program and Faculty/Staff: Chairs and Dean Discipline faculty and ILT supervisor

Budget approval required? (describe): Requires support from district and college.
Need to go through hiring committee process.

Budget request amount: $0.00

Priority: High

Status for Action 1

Current Status: In Progress

Budget Status:

Additional information:

GOAL 2

Implement curricula and program improvement strategies necessary to ensure students receive the highest quality education by-
-remove obsolete courses from the catalog
-appoint a contract faculty to act as lead coordinator for a course that has multi offerings, i.e., Lead coordinator for Biol-107, Math-119
-review SLO questions for each course biennially and update as needed.

▼ **Action:** Action 2

Action/Activity details: - Provide mentor/tutor and/or supplement instructor for courses with low success rate.
- Provide tools such as computers and other technology for instructor to deliver quality courses.
- Provide routine professional development for each instructor to stay abreast of successful best practices.
-Provide services contract and maintenance services to maintain instruments, equipment and other technology used in departments.

Implementation Plan (timeline): 2
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- Have department identify in their program review necessary technology to provide quality education to each of their class.
- Have faculty give a seminar to department or school of what they learn at each conference they attend.

Responsible Program and Faculty/Staff: Discipline faculty, Chairs and Dean

Budget approval required? (describe): Identify resources needed to help improve quality of each course and program via program review resource allocation.

Budget request amount: $0.00

Priority: High

Status for Action 2

Current Status: In Progress

Budget Status:

Additional information:

Goal 3

Develop a comprehensive program review for each department that
-contains all SLO for each class in a Blackboard (Canvas) portal
-Identifies the lead instructor for each class
-shows date of when results are updated in Taskstream.
-statement of summarizing instructional planning and resource allocation
-list of necessary resource needed for program

▼ **Action:** Action 3

Action/Activity details: Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources, curriculum revisions, and improved student success and completion.

Implementation Plan (timeline): April 2016
The cycle will be reset this spring and SLO assessments will be inputted in Taskstream. This will provided initial data for the upcoming 3 year cycle.

Responsible Program and Faculty/Staff: All contract faculty and Chairs will conduct SLO assessment and upload results to Taskstream starting on April 2016.

Budget approval required? (describe): None

Budget request amount: $0.00

Priority:

Status for Action 3

Current Status: In Progress

Budget Status:

Additional information:

GOAL 4

Modify existing curricula to enhance student-centered activities that fosters inclusiveness and sustainability awareness.

▼ **Action:** Action 4

Action/Activity details: -Hire diverse faculty / Staff
-Recruit and retain diverse cohorts of students
-Increase the military students and provide special service to our veterans
-Work with Counselors and Student Services to use proven strategies to recruit and retain students from historically marginalized groups.

Implementation Plan (timeline): 2015-
-Work with student services to have faculty identify historically marginalized group and best practices to support student success.

Responsible Program and Faculty/Staff: All faculty, staff, chairs and Dean

Budget approval required? (describe):

Budget request amount: $0.00

Priority:

Status for Action 4

Current Status: In Progress

Budget Status:

Additional information:

2016-2017 Program Review

◈ School Goals

Mathematics, Biological, Exercise & Physical Sciences Goal Set

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Outcome	Mapping
GOAL 1 Successful completion of student personal ed-plan thereby increasing- -student's rate of transfer to 4-year institution. -student's completion of Associate Degree -student's completion of certification achievement/performance for career goal.	**Miramar Strategic Plan:** Strategy I.1, Strategy I.2, Strategy I.3, Strategy II.1, Strategy II.3, Strategy III.1, Strategy III.2, Strategy IV.1
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◈ Action Plan

Actions

Mathematics, Biological, Exercise & Physical Sciences Goal Set

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Implementation Plan (timeline): 2015-2016
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2016-2017
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Responsible Program and Faculty/Staff: Chairs and Dean Discipline faculty and ILT supervisor

Budget approval required? (describe): Requires support from district and college.
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Budget request amount: $0.00

Priority: High

GOAL 2

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-statement of summarizing instructional planning and resource allocation
-list of necessary resource needed for program

▼ **Action:** Action 3

Action/Activity details: Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources, curriculum revisions, and improved student success and completion.

Implementation Plan (timeline): April 2016
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Responsible Program and Faculty/Staff: All contract faculty and Chairs will conduct SLO assessment and upload results to Taskstream starting on April 2016.

Budget approval required? (describe): None

Budget request amount: $0.00

Priority:

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Modify existing curricula to enhance student-centered activities that fosters inclusiveness and sustainability awareness.

▼ **Action:** Action 4

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Implementation Plan (timeline): 2015-
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Responsible Program and Faculty/Staff: All faculty, staff, chairs and Dean

Budget approval required? (describe):

Budget request amount: $0.00

Priority:

◈ Status Report

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Mathematics, Biological, Exercise & Physical Sciences Goal Set

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Responsible Program and Faculty/Staff: Chairs and Dean Discipline faculty and ILT supervisor

Budget approval required? (describe): Requires support from district and college.
Need to go through hiring committee process.

Budget request amount: $0.00

Priority: High

Status for Action 1

No Status Added

GOAL 2

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Responsible Program and Faculty/Staff: Discipline faculty, Chairs and Dean

Budget approval required? (describe): Identify resources needed to help improve quality of each course and program via program review resource allocation.

Budget request amount: $0.00

Priority: High

Status for Action 2

No Status Added

Goal 3

Develop a comprehensive program review for each department that
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-Identifies the lead instructor for each class
-shows date of when results are updated in Taskstream.
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-list of necessary resource needed for program

▼ **Action:** Action 3

Action/Activity details: Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources, curriculum revisions, and improved student success and completion.

Implementation Plan (timeline): April 2016
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Responsible Program and Faculty/Staff: All contract faculty and Chairs will conduct SLO assessment and upload results to Taskstream starting on April 2016.

Budget approval required? (describe): None

Budget request amount: $0.00

Priority:

Status for Action 3

No Status Added

GOAL 4

Modify existing curricula to enhance student-centered activities that fosters inclusiveness and sustainability awareness.

▼ **Action:** Action 4

Action/Activity details: -Hire diverse faculty / Staff
-Recruit and retain diverse cohorts of students
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Implementation Plan (timeline): 2015-
-Work with student services to have faculty identify historically marginalized group and best practices to support student success.

Responsible Program and Faculty/Staff: All faculty, staff, chairs and Dean

Budget approval required? (describe):

Budget request amount: $0.00

Priority:

Status for Action 4

No Status Added

2017-2018 Program Review

◈ School Goals

No outcome sets attached.

◈ Action Plan

◈ Status Report