I. **Program Description**

A. What is the primary mission of your program (check all that apply):

☐	Basic Skills	☐	Cultural and Personal Enrichment
X	Transfer	☐	Academic Support/Learning Resources
X	Career/Technical		

B. Program Description

If applicable, note the number of certificates and degrees that have been awarded in the previous academic year.

http://www.research.fhda.edu/factbook/deanzadegrees/dadivisions.htm

CTE programs refer CTE Program Review Addenda

reports   *www.deanza.edu/gov/IPBT/resources.html*

1
- 11   # of Certificates of Achievement
- 2   # of Certificates of Achievement-Advanced
- 5   # of AA, AS Degrees

2   If the program serves staff or students in a capacity *other that traditional instruction*, e.g. tutorial support, please answer the following two questions. Otherwise, skip to section **II** below:

a. How many people are served?

☐	# of Students	☐	# of Staff
☐	# of Faculty		

b. Number of employees associated with the program?

☐	# of Students	☐	# of Faculty
☐	# of Staff	☐	# of Part-Time Faculty

II. **Methods of Evaluation and Assessment**

A. Attach the "Program Review Data Sheet". Briefly, address student success data relative to your program by answering the items listed below (refer to the link):

http://research.fhda.edu/programreview/DAProgramReview/DeAnza_PR_Div_pdf/DeAnzaProgramReviewDiv.htm

1   Growth or decline in underrepresented populations (Latina/o, African Ancestry, Pacific Islander, Filipino)

Explanation:	In 2009-10 we experienced a significant increase in the number of Hispanic and Filipino students along with a decrease in the number of Pacific Islanders and significant decrease of the number of Black students. This drop in Black students could be due to the poor economy because these students must work to survive and may not have the money or time available to attend school.

2   Trends related to closing the student equity gap relative to college's stated goals: (refer to

http://www.deanza.edu/president/EducationalMasterPlan2010-2015Final.pdf, p16)

Explanation:	When comparing the success rate of Hispanics, Filipino, Pacific Islander and Black students the average is 72, which falls within the parameter of 70-75 disclosed in the master plan. This success rate is slighlty higher than 2008-9. When reviewing the data more closedly we see our success rate for Filipino students jumped from 67% in 2008-9 to 79% in 2009-10. Success rate for Hispanic students dropped from 68% in 2008-9 to 66% in 2009-10. Our Pacific Islander success rate was consistent 100% in both years. Unfortunately our Black students success rate dropped from 52% in 2008-9 to 43% in 2009-10.

3 What progress or achievement has the program made relative to the plans stated in the 2008 Comprehensive Program Review, Section III.B, towards decreasing the student equity gap? See:

http://www.deanza.edu/gov/IPBT/program_review_files.html, "Program Review Reports, 2009"

Explanation:	In the past year we have increased our success rate for Filipino students from 67-79, we stayed the same for

4 Overall enrollment growth or decline of all student populations

Explanation:	After a significant rise in WSCH and enrollment from 2007-8 to 2009-10 our numbers plateaued in 2009-10. However our productivity jumped from 411 in 2008-9 to 587 in 2009-10. This can be explained due to the budget cuts that eliminated most of our evening program. It appears that instead of losing these students they combined with our day students. our instructors allowed all qualified students into classes so our classes were extremely large when compared to private massage schools. Our retention rate increased from 89% in 2008-9 to 93% in 2009-10. Where our succedd rates increased from 72% in 2008-9 to 73% in 2009-10

B. Did your program implement any curriculum, program reorganization, etc. changes as a response to changes in College/District policy, state laws, division/department/program level requirements or external agencies regulations? How did the change(s) affect your program?

Change:	
Explanation:	This past year all curriculum has been updated and approved by the curriculum committee. Student learning outcomes have been written for each class and program learinign ourcomes have been developed. We also changed the catalogue description of the program. Minor changes to the massage Therapy certificates and degree have been approved and recorded including the PLO's

C. Based on the 2008-09 Comprehensive Program Review, Section I.C., "Main Areas of Improvement", briefly address your program's progress in moving towards assessment or planning or current implementation of effective solutions.

See: *http://www.deanza.edu/gov/IPBT/program_review_files.html*, "Program Review Reports, 2009"

Explanation:	Our plan was implemented and more students are attending our Advanced classes. We decided to go green and not print brochures for the program. Advertising by word of mouth and in local massage therapy organizations newsletters have increased our student population so that most classes are at capacity. our student mentoring program and tutoring have helped increase our student success and retention rates.

D. Career Technical Education (CTE) programs, provide regional, state, and labor market data, employment statistics; please see "CTE Program Review Addenda" at:

www.deanza.edu/gov/IPBT/resources.html

Identify any significant trends that may affect your program relative to:

     1   Curriculum content,

     2   Future plans for your program e.g. enrollment management plans.

x	No significant change
Impact:	
Explanation:	Our curricula are current and our classes are actually more advanced than those offered in most schools nationally. There is a big push nationally for programmatic accreditation for all massage schools however this is not mandated at this period of time. Programmatic accreditation is very expensive financially and in time of those involved in completing the project. The college or the massage program does not have the money and the program director and assistant do not have the time to participate in this process. As far as enrollment we will continue to promote our program in the community as a source of continuing education for massage therapist's and nurses and for those who desire our certificates and degree. We also plan on making a De Anza Facebook page for all the students and graduates to use to stay in touch and if possible to reconnect with those who we have lost contact with.

E.   *Career Technical Education* (CTE), provide recommendations from this year's Advisory Board (or other groups outside of your program, etc.). Briefly, address any significant recommendations from the group. Describe your program's progress in moving towards assessment or planning or current implementation of effective solutions.

x	No significant change
Impact:	
Explanation:	No recommendation made during Spring 2010 meeting next advisory Board meeting will be held April 29, 2011

III   Select IIIA or IIIB below:

Note instructions and materials for this section can be found at: *https:// www.deanza.edu/slo*

A.   For programs whose primarily align to the Institutional Core Competencies, ICCs: attach the 2010-11 "Mapping Program Level Outcomes to Institutional Core Competencies" sheet(s) and "Program Level Outcomes Assessment Plan" sheet(s)

     1   Describe the processes by which your program members have or will assess program level outcomes: (check those that apply)

x	course-embedded	x	surveys
Other, describe here			

     2   Review the ECMS-SLO Summary Report or SSLO Summary Report *(Division Deans shall be sent that report)*. What percentage of courses that should undergo a SLOAC process are:

	NA	25	complete	25	in progress	50	scheduled to be assessed

     3   Below, briefly describe the level of engagement by your program staff and faculty with the outcomes assessment process (SLOAC, SSLOAC) since last year?

Results discussed with staff and approved

     4   What program enhancements are you implementing as a result of the program level assessment process? Describe enhancements that do not require additional resources below:

summarize result:	To increase	plan/enhancement:	Breaking down tests and assignments into smaller pieces.

summarize result:	To save time setting up and breaking down equipment.	plan/enhancement:	Rearrange the lecture and lab so that lab is only one day a week. This longer labe time will allow students to get more hands on experience. Reinforcing anatomy during lab,when demonstrating massage strokes add muscle pictures and discussion to ther labs. This will improve test scores and improve ability to perform hands on skills.

B. For programs whose PLOs primarily align to the <u>Strategic Initiatives</u>: Attach the 2010-11 "Mapping Program Level Outcomes to Strategic Initiatives" sheet(s) and "Program Level Outcomes Assessment Plan" sheet(s):

     1   Describe the processes by which your program members have or will assess program level outcomes: (check those that apply)

	course-embedded		surveys

Other, describe here

     2   Review the ECMS-SLO Summary Report or SSLO Summary Report *(Division Deans shall be sent that report).* What percentage of courses that should undergo a SLOAC process are:

	NA		complete		in progress		scheduled to be assessed

     3   Below, briefly describe the level of engagement by your program staff and faculty with the outcomes assessment process (SLOAC, SSLOAC) since last year?

     4   What program enhancements are you implementing as a result of the program level assessment process? Describe enhancements that do not require additional resources below:

summarize result:		plan/enhancement:	
summarize result:		plan/enhancement:	

Department Summary

IV. **Attach 2008-09 Comprehensive Program Review Budget Data Form. Add a column of data that lists the amounts allocated for the 2010-11 academic year.**

    See: *http://www.deanza.edu/gov/IPBT/program_review_files.html*, "Program Review Reports, 2009"

V. **Resource requests include: staff, faculty, materials, "B" Budget, faculty refresh, Measure C equipment**

A. Please submit up to three **faculty and/or staff** requests below in ranked order: (copy this section as needed)

1	Rank		Replace	x	Growth		
Position:	Massage Therapy Program Assistant						
Department:	Massage Therapy	Contact person	Jeff Forman	extension			8910

     1   Briefly state below how this person will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

Statement:	Increase classified part-time hourly employee into full time. More hours for tutoring will increase retention and success of targeted students. Community outreach will bring more students into the massage therapy program.

2   Highlight FTE, PT/FTE ratios, and WSCH that support your request below:

N/A

3   If applicable, discuss PLOAC assessment results that support the program need for this resource below:

Targeted populations need more tutoring, mentoring, and help developing effective study skills. If the massage program assistant were available fulltime more students would have access to her assistance.

4   Please note: It is an expectation that all resources that are allocated 2 or more years prior to the next Comprehensive Program Review (2013-14) will be assessed relative to their contribution to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you may use to assess the effect of this additional staff/faculty position to your program below:

B.   As applicable, list your requests for:

Materials, "B" Budget, faculty refresh, Measure C equipment

refer to: *http://www.deanza.edu/gov/techtaskforce/pdf/Measure%20C_Prioritization_Processes_ClgeCnclApproved6_10_10.pdf*

Please submit materials, "B" Budget, faculty refresh, Measure C equipment, requests below in ranked order: (copy this section as needed.) List 3 here, keep a prioritized list of all items on hand.

1	Rank	x	Replace		Growth
Item Description:	See attached Measure C equipment doc				
Cost Estimate:					
Contact person:				extension	

1   Briefly state below how this resource will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

2   Highlight FTE, PT/FTE ratios and WSCH that support your request below:

3   If applicable, discuss PLOAC outcome assessment results that support the program need for this resource below:

4   Please note: It is an expectation that all resource that are allocated 2 or more years prior to the next comprehensive program review (2013-14) will be assessed relative to their contribution to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you may use to assess the effect of this additional resource to your program below:

Criteria:	

Dean's Summary

VI.   Resource Requests include: staff, faculty, materials, "B" Budget, facility refresh, Measure C equipment

A.   Please submit up to three **faculty and/or staff** requests below in ranked order: (copy this section as needed)

	Rank		Replace		Growth
Position:					
Department:					
Contact person:				extension	

1   In addition to the Department's rationale and from a <u>dean's perspective</u>, briefly state how this person will enhance or maintain the status quo of your program plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program goals/plans below:

2   Address FTE, PT/FTE ratios and WSCH that support your request below:

3   In light of the department's statements about assessment results, describe any additional need or service to the College this person may bring to the Division below:

4   It is an expectation that resource allocations (awarded 2 or more years prior to the next Comprehensive Program Review) will be assessed relative to their contributions to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you, <u>as the Dean</u>, may use to assess the effect of this additional staff/faculty position to your program below:

Criteria:	

B.   As applicable, list your requests for:
Materials, "B" Budget, faculty refresh, Measure C equipment
refer to: *http://www.deanza.edu/gov/techtaskforce/pdf/Measure%20C_Prioritization_Processes_ClgeCnclApproved6_10_10.pdf*

Please submit materials, "B" Budget, faculty refresh, Measure C equipment, requests below in ranked order: (copy this section as needed.) List 3 here, keep a prioritized list of all items on hand.

	Rank		Replace		Growth
Item Description:					
Cost Estimate:					
Contact person:				extension:	

1   From a <u>Dean's perspective</u>, are there additional factors to add to the Department's rationale for this resource request? How will the addition of this resource enhance or maintain the status quo of this program's plan to improve student learning relative to the campus Mission, Institutional Core Competencies, or Program Goals? Use the following three sections below to state:

Rational here:

2   Highlight FTE, PR/FTE ratios and WSCH that support the request below:

3   If applicable, discuss PLOAC outcome assessment results that support the program need for this resource below:

4   Please note: It is an expectation that all resources that are allocated (awarded 2 or more years prior to the next Comprehensive Program Review) will be assessed relative to their contributions to the program, its course or program level outcomes and its program review criteria. In this light, briefly state some of the criteria you, <u>as a Dean</u>, may use to assess the effect of this additional staff/faculty position to your program below: