

**AGENDA ITEM B4: STUDENT DEVELOPMENT**  
**BOARD RULE 400.0100.00**  
**PROGRAM REVIEW**  
**BOARD OF TRUSTEES MEETING: MARCH 22, 2012**

The academic program review process assesses the overall health of instructional programs, examines the gaps between the actual performance on key indicators and the benchmarks for each, develops strategies to address any program performance measures that fall short of the established benchmarks, and documents the review processes over time in order to track progress.

**Presentation of Data**

Data in this review are organized by academic degree program and arranged alphabetically. There are seven vertical columns displaying key performance indicators (KPIs) for performance. From left to right, these columns show: 1.) Fall to fall headcount *enrollment*; 2.) *Enrollment* as measured by net gain or loss over the last ten years; 3.) *Persistence* as measured by the percent of students enrolled in the College during fall 2011 and also enrolled in an introductory class for each of the programs in fall 2010; 4.) *Progress* measured by the percent of students enrolled in a second-level class at the College during fall 2011 and also enrolled in the same program's introductory class during fall 2010; 5.) *Completions* refers to the number of degrees awarded during the 2010/2011 academic year; 6.) The final column, *placement*, shows the number of 2010/2011 graduates who were employed six months after graduation.

Benchmarks for three KPIs, *enrollment*, *persistence*, and *completions*, were established by the Student Learning Team for the 2010/2011 academic year. Two of the KPIs are new this year: *Progress* and *Placement*. Benchmarks for these will be set as the College transitions to semesters.

**2010/2011 Benchmarks and the Criterion Standard for each Benchmark:**

Enrollment: <25% from fall to fall.

Persistence Rate: 55% or higher retention at the College.

Graduation Rate: 8 or more graduates per year

In Table 1, the final column, *Benchmarks met 2011-2012*, indicates with *Yes* or *No* statements, whether or not the programs have met benchmarks for the year. A "No\*\*" (with two asterisks) in the final column indicates benchmarks have not been met for two years.

Table 1, Program Review Summary of KPIs 2010/2011

Program Review 2011/2012	Enrollment Fall to Fall Headcount	Enrollment 10-year trend Net loss/gain	Persistence: Fall - Fall 2010-2011 Enrolled at BC	Progress: Fall - Fall 2010-2011 Same major	Completions: # of awards 2010-2011AY	Placement: # of grads employed after 6 months	Benchmarks met 2011-2012
<b>Fall 2011 program review benchmark</b>	<b>&lt; 25% decline</b>	<b>TBD</b>	<b>55% or &gt;</b>	<b>TBD</b>	<b>8 or &gt;</b>	<b>TBD</b>	
Associate of Arts	-6.1%	+32.7	###	###	4	2	No**
Associate of Science	-10.6%	+50.2	###	###	3	1	No**
Accounting	-6.4%	-11.9	75.0%	65.0%	11	8	Yes
Building Preservation and Restoration	37.9%	-0.63	62.5%	62.5%	8	4	Yes
Business Administration and Leadership; Small Business	-2.7%	+85.2	78.6%	66.7%	14	4	Yes
Child Development	-9.0%	-20	44.8%	41.4%	10	6	No
Civil Engineering	-17.7%	+6.7	73.1%	69.23%	7	5	No**
Criminal Justice	-16.3%	-38.9	61.4%	52.3%	14	9	Yes
Emergency Medical Technician	-8.3%	+5.7	16.7%	16.7%	3	2	No**
Fire Prevention and Safety Technology	-26.3%	+17.8	16.7%	16.7%	2	1	No**
Industrial Electronics	-26.8%	+66.9	68.9%	60.0%	33	21	No**
HVAC	-7.0%	+22.47	56.0%	48.0%	6	4	No**
Information Services (Library and Information Literacy Majors)	0%	+1.27	63.6%	63.6%	10	8	Yes
Information Technologies	1.9%	-46.7	55.8%	53.5%	25	20	Yes
Medical Assisting	-7.2%	+43.7	81.8%	79.5%	25	17	Yes
Mental Health Technology	14.3%	+24.3	43.2%	39.5%	13	6	No**
Office Administration	30%	+17.5	70.0%	60.0%	7	7	No
Practical Nursing (4 quarter certificate program)	14.5%	+57.8	###	###	48	25	Yes
Radiology	-30.8%	+27.6	###	###	8	6	No
Real Estate	-68.2%	-4.2	0.0%	0.0%	2	2	No**
Registered Nursing	-8.9%	+143.7	68%	59.4%	69	61	Yes
Welding	-21.3%	+25.7	39.3%	35.7%	13	10	No**

### General Highlights

1. Nine programs have met all benchmarks for the last two years: Accounting, Building Preservation and Restoration, Business Administration and Leadership (including Small Business), Criminal Justice, Information Services, Information Technologies, Medical Assisting, Practical Nursing, and Registered Nursing.
2. Ten programs have not met all benchmarks for the last two years. These programs are developing action plans for improvement in accordance with the program review model.
3. Thirteen of the programs did not meet benchmarks for the 2010/2011 year.

### Conclusions and Targets for Improvement

1. Examine program majors separately by disaggregating the data in each area with multiple majors.
2. Examine the potential for developing concentrations in the pre-baccalaureate degrees.
3. Investigate an Emergency Management Degree completion option for EMS and Fire Fighter students.
4. Track and follow the individual program action plans.
5. Determine curriculum revisions to modernize programs.
6. Implement direct measures of student learning in all programs in 2012/2013.
7. Utilize the integrated marketing function to augment new program development and promotion.
8. Establish benchmarks for key indicators without benchmarks.