



## SKYLINE COLLEGE ANNUAL PROGRAM PLANNING SELF-STUDY

*Note: To complete this form, **SAVE** it on your computer, then send to your Division Dean/VPI as an **ATTACHMENT** on an e-mail message.*

**Program Title:**

**Date Submitted:**

**Key Findings:**

### 1. Planning Group Participants (include PT& FT faculty, staff, students, stakeholders)

List of names and positions:

### 2. Contact Person (include e-mail and telephone):

### 3. Program Information

#### A. Program Personnel

Identify the number of personnel (administrators, faculty, classified, volunteers, and student workers) in the program:

**FT Faculty:**

**PT/OL Faculty (FTE):**

**FT Classified:**

**PT Classified (FTE):**

**Volunteers:**

**Student Workers:**

**B. Program Mission and Goals**

State the goals/focus of the program and how the program contributes to the mission and priorities of the College and District. Address how the program meets the current year's strategic priorities. (200 word limit)

**4. Program/Service Area: Student Learning Outcomes and Program Data**

**A. Summarize recent course and/or program SLO assessment, identify trends and discuss areas in need of improvement. Please attach summary Tracdat reports with assessment and analysis for SLOs evaluated during the year (prior to submission deadline of April 1st)**

Tool: <https://sanmateo.tracdat.com/tracdat/>

**B. Analyze evidence of Program performance. Review and analyze productivity, student characteristics and outcomes.**

Tool: <http://www.skylinecollege.edu/prie/programdata.php>

**C. Explain how other information may impact the Program (examples are business and employment needs, new technology, new transfer requirements etc.)**

## 5. Curricular Offerings

Tools: CurricUNET <http://www.curricunet.com/smcccd>; <https://sanmateo.tracdat.com/tracdat/>

**A. Program Curriculum and Courses. If your program does not offer curriculum please state “N/A”.**

Respond to the following:

- What new courses (excluding individual Selected Topics [665] topics and Experimental [680/880] courses) have you added to your program curriculum in the past academic year? List by Department, Course Number and Course Title.
- If you have not done so already, please email the TracDat Coordinator to request that these courses to be added to TracDat.
- Have you uploaded SLO's for your new courses in TracDat?
- Have you mapped course-level SLOs to PSLOs and ISLOs?
- Have you uploaded an assessment method (need not be specific) for each course?

## **B. Identify Patterns of Curriculum Offerings**

Respond to the following:

- What is the planning group's 2-year curriculum cycle of course offerings by certificates and degrees?
- What is the ideal curriculum cycle?
- Discuss any issues.

## **6. Response to Previous Annual Program Plan & Review**

**List any recommendations for the program and your responses to these recommendations based on previous Annual Program Plan and/or CTE Professional Accreditation report.**

## 7. Action Plan

**Provide your action plan based on the analysis and reflections provided in the previous sections. Note – resource requests should be connected to action plans.**

Respond to the following:

- Describe data and assessment results for Program Student Learning Outcomes. Analyze and reflect on assessment results for Program Student Learning Outcomes and other measures of Program performance.
- Analyze and reflect on other evidence described in previous sections. Identify the next steps, including any planned changes to curriculum or pedagogy.
- Identify questions that will serve as a focus of inquiry for next year.

## 8. Resource Identification

### A. Professional Development needs

### B. Office of Planning, Research & Institutional Effectiveness requests

#### Actions:

- List data requests for the Office of Planning, Research & Institutional Effectiveness.
- Explain how the requests will serve the Student/Program/Division/College needs.

### C. Faculty and Staff hiring, Instructional Equipment and Facilities Requests

Complete the following table:

**Annual Program Planning Resource Needs**  
**Program \_\_\_\_\_ Date \_\_\_\_\_**

	What are the needs?	How does this request align with your assessment of student outcomes?	How does this request align with your action plan?	What is the estimated cost for facilities and equipment?
<b>Personnel</b>	1. 2. 3.			
<b>Equipment</b>	1. 2. 3. 4.			
<b>Facilities</b>	1. 2. 3. 4.			



# Course Assessment Report-- Four Column

## San Mateo CCCD SKY Dept - Earth Sciences

Course Outcomes	Means of Assessment & Success Criteria / Tasks	Results	Action & Follow-Up
SKY Dept - Earth Sciences - SKY GEOL 100 - Survey of Geology - Lines of evidence - Describe multiple lines of evidence that support the theory of plate tectonics and/or earth structure. (Created By SKY Dept - Earth Sciences)	<b>Assessment Method:</b> Exam question #50 <b>Assessment Method Category:</b> Exam <b>Success Criterion:</b> 85% of students will answer question #50 correctly.	07/31/2013 - 92% of students answered question #50 correctly. <b>Result Type:</b> Criterion met <b>Reporting Cycle:</b> 2012 - 2013 <b>Related Documents:</b> <a href="#">GEOL 100 SLO exam SU13</a>	
SKY Dept - Earth Sciences - SKY GEOL 100 - Survey of Geology - understanding of the structure, materials, internal/external processes - Demonstrate an understanding of the structure, materials, internal processes and external processes of the Earth within the framework of plate tectonics. (Created By SKY Dept - Earth Sciences)	<b>Assessment Method:</b> Exam question #42 <b>Assessment Method Category:</b> Exam <b>Success Criterion:</b> 85% of students will answer question 42 correctly.	07/31/2013 - 85% of students answered question 42 correctly. <b>Result Type:</b> Criterion met <b>Reporting Cycle:</b> 2012 - 2013 <b>Related Documents:</b> <a href="#">GEOL 100 SLO exam SU13</a>	
SKY Dept - Earth Sciences - SKY GEOL 100 - Survey of Geology - Scientific method - Demonstrate an understanding of the scientific method. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY GEOL 100 - Survey of Geology - Graphical representation - Interpret graphical representations of seismic activity. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY GEOL 105 - Environmental Earth Science - Scientific method of problem solving - Present the scientific method of problem			

Course Outcomes	Means of Assessment & Success Criteria / Tasks	Results	Action & Follow-Up
solving as illustrated by the basic principles of a broad range of earth science topics (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY GEOL 105 - Environmental Earth Science - Causes and effects of natural phenomena - Investigate the causes and effects of natural phenomena, with special emphasis on those which are considered hazards (Created By SKY Dept - Earth Sciences)	<b>Assessment Method:</b> Final Geology exam <b>Assessment Method Category:</b> Exam <b>Success Criterion:</b> 85% of students will answer question #20 and #22 correctly.	05/24/2013 - 86% of students answered question #20 correctly and 90% of students answered #22 correctly. <b>Result Type:</b> Criterion met <b>Reporting Cycle:</b> 2012 - 2013 <b>Related Documents:</b> <a href="#">GEOL 105 Assess Questions Sp 13</a>	
SKY Dept - Earth Sciences - SKY GEOL 105 - Environmental Earth Science - Critical thinking - Engage students in critical thinking through emphasis of both the theoretical and practical necessity of understanding the operations of terrestrial processes (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY OCEN 100 - Oceanography - Scientific method - Demonstrate an understanding of the scientific method. (Created By SKY Dept - Earth Sciences)	<b>Assessment Method:</b> Exam <b>Assessment Method Category:</b> Exam <b>Success Criterion:</b> 70% of students will correctly answer 75% of questions #18, #20, #55, #81 on the exam.	05/24/2013 - Criterion Met-- 82% of students answered correctly 75% of questions #18, #20, #55, #81 on the exam. <b>Result Type:</b> Criterion met <b>Reporting Cycle:</b> 2012 - 2013 <b>Resources Needed to Implement Action Plan:</b> None <b>Related Documents:</b> <a href="#">OCEN 100 test 1.PDF</a> <a href="#">OCEN 100 - Homework Assignment</a> 10/25/2012 - Criterion Not Met-- #18 = 76% answered question correctly - met	

Course Outcomes	Means of Assessment & Success Criteria / Tasks	Results	Action & Follow-Up
		<p>threshold  #20 = 44 answered question correctly - did not meet the threshold  #55 - 27% answered question correctly - did not meet the threshold  #81 - 44% answered question correctly - did not meet the threshold</p> <p>Students were able to apply source of evidence scientific method of investigation for only 1 out of 4 questions. Students only met threshold of 25% of question assessed.</p> <p><b>Result Type:</b>  Criterion not met  <b>Reporting Cycle:</b>  2012 - 2013  <b>Resources Needed to Implement Action Plan:</b>  None  <b>Related Documents:</b>  <a href="#">OCEN 100 Test1</a></p>	<p>04/15/2013 - Will develop and integrate a homework exercises that incorporates the concepts of scientific method of seismology.</p> <p><b>Action Plan Category:</b>  Use New or Revised Teaching methods  <b>Follow-Up:</b>  10/25/2012 - Will integrate homework exercise in Spring semester and will reassess</p>
	<p><b>Assessment Method:</b>  Exam  <b>Assessment Method Category:</b>  Exam  <b>Success Criterion:</b>  70% of students will correctly answer 75% of questions #18, #20, #55, #81 on the exam.</p>		
SKY Dept - Earth Sciences - SKY OCEN 100 - Oceanography - Solve quantitative problems - Solve quantitative problems related to sea-floor spreading. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY OCEN 100 - Oceanography - Graphical oceanographic data - Interpret graphical representations of oceanographic			

Course Outcomes	Means of Assessment & Success Criteria / Tasks	Results	Action & Follow-Up
data. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY OCEN 100 - Oceanography - Evaluate logic, validity, relevance - Evaluate the logic, validity, and relevance of information in assessing evidence of ocean processes. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY OCEN 101 - Oceanography Lab/Field Study - Read and construct maps - Read and construct maps that present oceanographic data. (Created By SKY Dept - Earth Sciences)			
SKY Dept - Earth Sciences - SKY OCEN 101 - Oceanography Lab/Field Study - Construct and interpret graphs - Construct and interpret graphs of ocean data. (Created By SKY Dept - Earth Sciences)	<b>Assessment Method:</b> Tide table lab exercise <b>Assessment Method Category:</b> Other <b>Success Criterion:</b> 80% of students will obtain at least 70% or greater on the lab exercise.	12/21/2012 - Criterion Met-- 92% of students completed the exercise with a 70% or greater <b>Result Type:</b> Criterion met <b>Reporting Cycle:</b> 2012 - 2013 <b>Resources Needed to Implement Action Plan:</b> None	
SKY Dept - Earth Sciences - SKY OCEN 101 - Oceanography Lab/Field Study - Oceanographic samples - Organize, measure and interpret oceanographic samples. (Created By SKY Dept - Earth Sciences)			