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

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

Http://research.fhda.edu/factbook/deanzadegrees/dadivisions.htm

CTE programs refer to CTE Program Review Addenda Reports: *www.deanza.edu/gov/IPBT/resources.html*

30 # Certificates of Achievement
18 # Certificate of Achievement-Advanced
35 # AS, AA Degrees

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

a. How many people are served?

	# Students	# Staff
	# Faculty	

b. Number of employees associated with the program?

	# Students	# Faculty
	# Staff	# 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): *www.research.fhda.edu/programreview/DAProgramReview/DeAnza_PR_Div_pdf/De AnzaProgramReviewDiv/htm*

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

Explanation:	Our department has experienced significant growth over the past three academic years. During the 2007-08 year our student population was 5735 with a targeted population of 12%. In 2009-2010 our student population was 7001 with a targeted population of 12%. The targeted population grew at 16% which is roughly the same rate as the overall department - 22% during the period.

2 Trends related to closing the student equity gap relative to the college's stated goals, refer to *http://www.deanza.edu/president/EducationalMasterPlan2010-2015Final.pdf*, p.16

Explanation:	The population and success rate remained virtually unchanged during the period. The success of the targeted population ran at 63% during the 2007-08 year and ran at 62% during the 2009-10 year. It seems we continue to attract the targeted populations at the same rate we have in the past.

3 What progress or achievement has the program made relative to the plans stated in the 2008 -09 Comprehensive Program Review, Section III.B, towards decreasing the student equity gap?

see: *www.deanza.edu/gov/IPBT/program _review_files.html*, *"Program Review Reports, 2009"*

Explanation:	The cultural competency committee did not get established in the Division during this period - we attribute that to a change in Deans, extensive program review, analysis of pre-requisites, and the need to focus on SLO's and PLO's. Representatives from the Student Success and Retention Center were invited to departmental meetings to discuss ways to improve performance by and retention of students in the targeted poplulation. The Adjunt Skills Program has been utilitized resulting in increased success by students, including those in the targeted population.

4   Overall enrollment growth or decline of all student populations

Explanation:	As mentioned earlier, we have had signficant growth in our program going from 5735 students in 2007-08 to 7001 in 2009-10. Productivity, which was a healthy 632 in 2007-08 jumped to 667 in 2009-10. The demand for the profession remains high with a stong outlook over the foreseeable future. We believe that the targeted population's interest in our program is partially a function of exposure to business and accounting in high schools before coming to DeAnza as well as in many cases, the targeted population do not have many role models in the accounting profession -so it is a minority of those who consider the major.

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:	We have worked hard to make our program the place for anyone seeking the units needed to sit for the CPA exam - at a reasonable cost providing high quality, timely instruction for those wanting to enter the accounting profession. Additionally, we have made it a point to offer the advanced courses that a number of other community colleges won't or can't offer so our department can be the leader in the valley (and perhaps the state) in educating accounting students.
Explanation:	The CPA exam requires a signficant amount of units in Accounting for the candidate seeking certification, we have responded to that need as quickly as possible.

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

see: *www.deanza.edu/gov/IPBT/program _review_files.html*, *"Program Review Reports, 2009"*

Explanation:	We have better incorporated the use of technology in our teaching methods through implementing a web-based homework management system and continuing to expand our accounting software course offerings. We have assessed all of our SLO's relating to our foundational accounting courses and are analyzing the results to determine if any changes should be implemented. As mentioned previously, we have utlized the Adjunct Skills Program/Tutorial Center and worked on integrating those as strong resources for our students.

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.

	No significant changes
Impact:	The state may be changing the needed units/courses to sit for the CPA exam (for example, only allowing certain number of lower division courses to qualify for the CPA exam) and we must watch that closely to keep our program timely and relevant.
Explanation:	We expect demand to remain relatively high for our core courses because it appears that the CSU's will not have the capacity to teach as many of the lower core courses as in the past.

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.

	No significant changes
Impact:	We need to be mindful of changes in the profession such as the adoption of IFRS and similar issues.
Explanation:	Our Accounting Advisory Board Meeting in June 2010 centered on IFRS and Forensic Accounting.

III. Select IIIA or IIIB below:

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

A.   For programs whose PLOs primarily align to the <u>Institutional Core Competencies</u>, ICCs: Attach the 2010-11 "Mapping Program Level Outcomes to Institutional Core Competencies" sheet(s) and "Program Level Outcome 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		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	59%	complete	12	in progress	29	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?

We are fully engaged

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 results:	To be assessed.	Plan/Enhancement:	To be determined.
summarize results:		Plan/Enhancement:	

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		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 results:		Plan/Enhancement:	
summarize results:		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: *www.deanza.edu/gov/IPBT/program_review_files.html.,* "Program Review Reports 2008-09"

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

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

	Rank		replacement		growth
Position:					
Department :			Contact Person, ext.		

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

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

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, facility refresh, Measure C equipment Refer to:

www.deanza.edu/gov/techtaskforce/pdf/Measure%20C_Prioritization_Processes_ClgeCnclApproved6_10_10.pdf

Please submit materials, "B" Budget, facility 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		replacement		X	growth
Item Description:	Item 1 (for growth): A lecture/computer Elmo desk in AT 202. Item 2 (for growth): 3 Fujitsu Lifebooks for use in classroom demonstrations. Item 3 (for growth): Faster computers in the Accounting Pods in AT 203.				
Cost Estimate :	Item 1: $600 for Elmo Desk. Item 2: $3,600 total for 3 Lifebooks. Item 3: $36,000 for approximately 40 tower computers.	Contact Person, ext.	Mia Breen (x5736)		

1 Briefly state 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:

Item 1 (Elmo desk) will facilitate the use of the existing document camera and better integrate and streamline the PC. Item 2 (Lifebook) will improve instructor effectiveness by allowing faculty to integrate PowerPoint slides with lecture notes and student comments. Item 3 (Computers in Lab) will allow compliance with hardware resource requirements necessitaed by software being utilized in our computerized accounting courses.

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

Items 1, 2, and 3: In order to stay current with the industry and profession, and to increase accounting computer literacy, it is important that we acquire and utilize necessary technology and related furniture for the continued success of our program. We have among the highest WSCH and productivity in the District and we would like to continue to attract a broad population throughout the value.

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

Not applicable, PLOAC not complete.

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 resource upon your program below:

Items 1, 2, and 3: We will evaluate incremental improvements in SLO's.

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	replacement	growth
Position:		
Department :		Contact Person, ext.

  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:

B.   As applicable, list your requests for:
Materials, "B" Budget, facility 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, facility refresh, Measure C equipment,** requests below in ranked order: (copy this section as needed) List 3 here, keep a prioritized list all items on hand.

Rank	replacement	growth
Item Description:		
Cost Estimate :		Contact Person, ext.

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:

  1 | Additional factors:
  2 Highlight FTE, PT/FTE ratios and WSCH that support the request below:

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