

Instructional Program Review Survey Results

A survey regarding the definition of programs for program review was sent to Academic Affairs department chairs, deans and the vice president on April 19, 2017. Respondents were asked their preference regarding two preliminary program options (detailed on pages 2-5). The survey was completed by 14 people (11 department chairs, 3 deans).

Preference	%
Option 1 (programs are the same as last year) with no modifications	21.4%
Option 1 with modifications:	7.1%
<ul style="list-style-type: none"> • Keep Agriculture as a separate program review. 	
Option 2 (single program review per department) with no modifications	42.9%
Option 2 with modifications	28.6%
<ul style="list-style-type: none"> • May need to define program, department, disciplines as we go through this... I would like to see program review at the discipline level - crazy right? • Department decides if other program needs to be included in the program review. Needs to be job ready at the end of the program. • Include spin-off, partial reviews, that address the differences within the department. There are some needs that are the same (work space for instance) yet there are differences (e.g. equipment/supplies/faculty). in Child Development we have now added AD-T Introduction to Elementary Teaching and AD-T Child and Adolescent Development, two multidisciplinary degrees that are in only a small way related to the CD certificate/degree/AD-T. The degree requirements will most likely change the way our program operates. For example, the minimum qualifications for Education are different than those for Child Development. • Have options where we can separately report on data elements and program successes. Varying programs in the same department might have very different data and needs. 	
Total	100.0%

19. Dance
 - a. DANC
20. Diesel Mechanics
 - a. DM
21. Drafting
 - a. DRFT
22. EAC Instruction
 - a. ACT
 - b. CDL
 - c. EAC
 - d. LS
23. Economics
 - a. ECON
24. Emergency Medical Technician (EMT)
 - a. EMT
 - b. PM
25. Engineering
 - a. ENGR
26. English/IDS
 - a. ENGL
 - b. IDS
 - c. SS
27. Environmental Science and Resource Management
 - a. ESRM
28. English as a Second Language (ESL)/Environmental Science & Resource Management (ENGM)
 - a. ESL
 - b. ENGM
29. Geography/GIS
 - a. GEOG
 - b. GIS
30. Geology
 - a. GEOL
31. Health Education/Holistic Studies
 - a. HED
32. History
 - a. HIST
33. Human Services
 - a. HMSV
34. International Studies
 - a. ??
35. Kinesiology
 - a. KIN
36. Library Instruction
 - a. LIB
37. Manufacturing Technology
 - a. MT
38. Mathematics
 - a. MATH
39. Medical Assistant
 - a. Selected BUS Courses
40. Modern Languages
 - a. FREN
 - b. GERM
 - c. ITAL
 - d. JAPN
 - e. SL
 - f. SPAN
41. Music
 - a. MUS

14. Engineering/Physics
 - a. AST
 - b. ENGR
 - c. PHYS
 - d. PHSC
15. English
 - a. ENGL
 - b. IDS
 - c. SS
16. ESL
 - a. ESL
 - b. ENGM
17. Geosciences
 - a. AG
 - b. ESRM
 - c. GIS
 - d. GEOG
 - e. GEOL
18. Health Education
 - a. HED
19. Health Sciences
 - a. HS
 - b. NS
20. Library*
 - a. LIB
21. Life Science
 - a. ANAT
 - b. ANPH
 - c. BIOL
 - d. BIOT
 - e. MICR
 - f. PHSO
22. Modern Languages
 - a. FREN
 - b. GERM
 - c. ITAL
 - d. JAPN
 - e. SL
 - f. SPAN
23. Paramedic/EMT
 - a. EMT
 - b. PM
24. Performing Arts
 - a. DANC
 - b. MUS
 - c. THA
25. Social Sciences
 - a. CHST
 - b. ECON
 - c. HIST
 - d. POLS
26. Technology
 - a. ARCH
 - b. CT
 - c. DRFT
 - d. MT
 - e. WEL
 - f. WS

College Students: The Basics

- Universities that receive federal funding must give pregnant and parenting students the same access to school programs and educational opportunities that other students have.
- If a student misses class due to pregnancy, childbirth, or other related conditions, the school must allow the student to make up the missed work and provide the appropriate information to complete assignments.
- If a doctor has deemed a student's pregnancy-related absence as medically necessary (such as in the cases of bed rest, childbirth, or recovery), that student cannot be punished for missing class or another school activity (e.g. lose points for class attendance) regardless of the school's or professor's classroom absence policies.
- If a student misses class due to pregnancy and the professor gave out class points or extra credit, the professor must provide similar opportunities to the pregnant student.
- Pregnant students must be provided with any special services that are also provided to students with temporary disabilities (such as at-home tutoring).
- If a student becomes pregnant and chooses to stay in school, the school cannot use the student's pregnancy as a reason to terminate or reduce that student's athletic, merit, or need-based scholarships.
- A pregnant student cannot be kicked out of campus housing while she is pregnant. She is allowed to remain in her current housing situation for the duration of her pregnancy (after which she may be asked to move to family-friendly housing).

Parenting Students

Unfortunately, Title IX has very little specific guidelines for parenting students. Primarily, it protects parenting students from discrimination in educational access. Such items may include:

- Parenting students cannot be denied ability to apply for an educational program, financial aid, or scholarships that they would otherwise be eligible.
- Instructors cannot penalize a student because of his or her parenting status.
- Special programs (e.g. study abroad, sports teams, clubs) cannot deny a parenting student for reason of his or her parenting status.

Some schools do have policies regarding parenting students receiving an excused absence for emergency child care (e.g. sick child), and some schools provide a student parental leave policy (e.g. after childbirth).

Improvements can certainly be made to ensure better treatment and reasonable accommodations for parenting students. If you have a concern regarding conflicts with your parenting responsibilities and your classroom participation, talk to your professors, academic advisor, or other school admin/staff about these concerns.



Share and Align Class Experiences using High Impact Practices!

- Better prepare students for completion, and transfer to University,
- Boost transfer and graduation rates,
- Work with other faculty to develop and institutionalize collaboration, and
- Designed by faculty, for faculty.

The goal of this program is to give faculty at VC the opportunity to learn about, implement, and share the Top 10 High Impact Practices (HIPs) in creating student success. Project proposals can apply to creating retention and success in the classroom experience (face-to-face and/or online.) Or the proposals can apply to preparing program curriculum alignment for transfer to University.

This program is designed with the busy faculty member in mind!

Qualifications and Expectations for Participant's Proposal Selection:

The program is open to Full-Time and Part-Time Faculty. Program proposals may be supported with funding as is needed and granted for the success of the proposals. Support funding to be decided by the selection committee.

Proposal leaders are eligible for \$1000 Mini-Grant* upon completion of the proposal project requirements. Projects requirements must be completed and Mini-Grant funds encumbered prior to June 30, 2018. ** Fellows program year two will require that grant funding be encumbered and spent prior to September 30, 2019.

Contact Philip Clinton with any questions!

pclinton@vcccd.edu

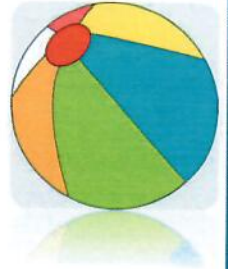
805-289-6287

High Impact Practices:

- First-Year Seminars and Experiences
- Common Intellectual Experiences
- Learning Communities
- Writing-Intensive Courses
- Collaborative Assignments and Projects
- Undergraduate Research
- Diversity/Global Learning
- Service Learning, Community-Based Learning
- Internships
- Capstone Courses and Projects



BRING YOUR DATA DAYS



Are you ready for summer?

Are you tired and want to knock out those SLO/SUO assessments in TracDat so you can head out for some relaxation?

We have just the solution for you!

Come to “Bring Your Data Day”. You bring your assessment data and we’ll ensure that you get it entered into TracDat.

Need a refresher on TracDat? We can help with that too.

WHEN: Monday, May 8th from 1:30 to 3:30
Monday, May 15th from 1:30 to 3:30
Drop in any time during these hours

WHERE: MCE-340

BRING: SLO/SUO assessment forms and a flash drive with your rubrics

Can’t make it? We are available other times by appointment or phone. Contact Debbie Newcomb or Andrea Horigan.

Note: We are only available until May 19th.



Ventura College Bookstore B&N

Good Afternoon!!!

We want to thank you for giving us the opportunity to cover our book adoption process on behalf of the Ventura College Bookstore. Our discussion will be about textbook adoptions and an overview of the semester timeline.

QUESTIONS OR CONCERNS?

If you have any questions about the contents of this packet or need further information, please contact a representative from the Ventura College Bookstore.

CONTACT INFORMATION

GENERAL MANAGER: Amy Kennedy

Phone: (805)289-6458

Text Book Buyer/Bookstore Operations Assistant: Gina Brenner

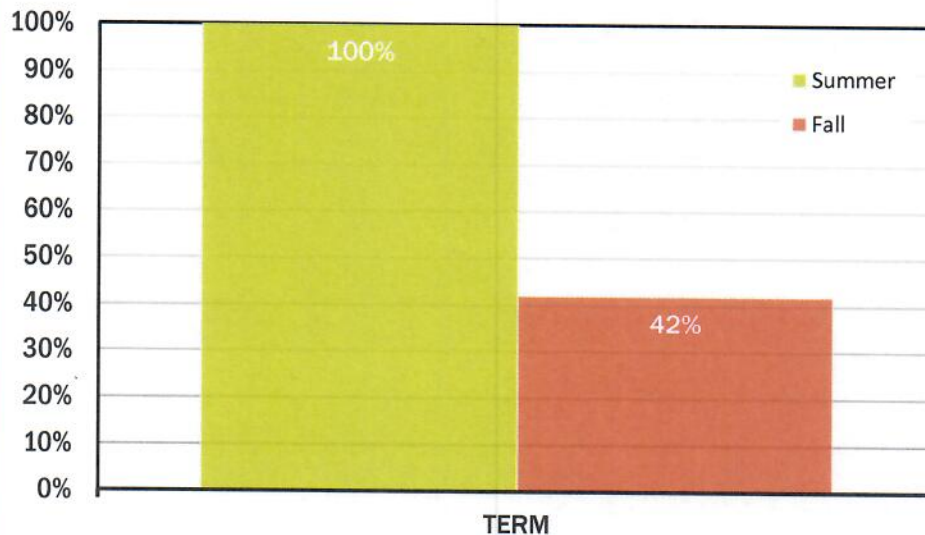
Phone: (805)-289-6131

Supervisor: Cyle West

Phone: (805)289-6485

TEXTBOOK ADOPTION SUMMARY

ADOPTION %



ADOPTION DEADLINES

Summer

March 10, 2017

Fall

April 14, 2017

Spring '18

October 13, 2017

*Submit adoptions via
FacultyEnlight or email:

gbrenner@vcccd.edu

www.facultyenlight.com

DID YOU KNOW?

The sooner we get adoptions, the sooner we can enter buyback numbers and submit orders, which brings in more used inventory and saves money for students!

**Students
saved \$450,000
on textbooks
last year thanks
to your quick
submissions!**

Did you know?

From start to finish, Ventura College Bookstore spends 5 months preparing for Fall Semester. From building a term in our system to book adoptions to sourcing affordable options for our student.

*Percent of Adoptions Submitted to Date

Textbook Ordering 101



Through *FacultyEnlight*®, our online adoption platform, you can research and adopt course materials in one convenient location.

STEP 1:

Click the **Faculty Resources** on your bookstore website homepage. You will be automatically redirected to the *FacultyEnlight* website. You can also visit the *FacultyEnlight* homepage directly by going to www.facultyenlight.com.

STEP 2:

Already have an account? Just **Sign In**. If not, click **Create Account** to set one up in just a few, simple steps.

STEP 3:

To order materials, click **Adopt**.

Drop down menus make it easy to identify Campus, Term, Department, Course, and Section.

Want to use one textbook for all sections? Simply click **Select All**, and the textbook you choose will be added to each one.

STEP 4:

To choose materials, click **Continue**. Select **Search for Course Materials** to search by ISBN, Title, Author, or even Publisher.

From this screen, you can search your **History**, search your colleagues' adoptions, access your **Favorites Lists**, or order **Non-Text Materials**.

If your class does not require a textbook, just click the **No Materials Required For This Course** box.

STEP 5:

After you've found the right material, click **Adopt This Book**, then **Continue** to Review/Submit.

To select additional materials, click **Add More Materials**. From here, you will also mark course materials **Required** or **Recommended**.

When you've finished making all your selection, click **Submit Order**.



FIND YOUR PAST ADOPTIONS

Accessing your textbooks from previous terms is as simple as clicking **History** or **Find My School Adoptions** under Search.

HISTORY

Your adoptions through *FacultyEnlight* as a registered user.

FIND MY SCHOOL ADOPTIONS

Your adoptions for the past 2 years at your affiliated campuses.

STILL HAVE QUESTIONS?
Contact your Store Manager for details.

COMPLETE SOLUTIONS: PRICE MATCH



At Barnes & Noble College, our mission is to help students succeed — and ensuring that they have access to the most affordable course materials is core to that commitment. We work closely with thousands of publishers to maintain an industry-leading selection of affordable textbooks, allowing students and faculty to choose from flexibly priced rental, digital and used textbook offerings.

Our Price Match Program is just the latest example of our commitment to student success, ensuring that students get the best prices available on their course materials by providing price matching on textbooks advertised or offered from local brick-and-mortar bookstores or online retailers (i.e., Amazon or bn.com). The program does not include online marketplaces like “other sellers” on Amazon and BN.com Marketplace, or peer-to-peer pricing.

Under this program, price matching will be honored through the first week of classes, allowing students to shop online early and buy with confidence. If a student comes in after the first week of classes, we will gladly do a price match on that same day. Any price difference will be refunded to the customer via their original form of payment. The program includes purchase (used and new) and rental pricing, provided the rental term (number of days available) is comparable. This program gives students that extra peace of mind knowing they are getting the specific course materials their professors selected — at the lowest possible price.

The following conditions apply for the Price Match Program:

- The textbook must be in stock and available for immediate shipment at the local competitor or online retailer at the time of the price match request.
- Additional membership discounts and offers cannot be applied to the refund.
- The price advertised must be for the exact book, edition and format, including all accompanying materials, like workbooks and CDs, offered at the campus bookstore.
- The original receipt must be provided to show if the textbook was rented or purchased, along with the price.
- Digital titles and special orders are excluded.
- Price matching applies to same-condition items, used book to used book, new book to new book, used rental to used rental and new rental to new rental.



Being prepared for class is vital to student success, and Barnes & Noble College's Price Match Program helps ensure that students have the materials they need, when they need them, at the most affordable prices possible.



Course List:

- Introduction to Sociology
- Introduction to Psychology
- Introduction to Macroeconomics
- Introduction to Microeconomics
- U.S. History 1
- U.S. History 2
- Introduction to Non-Majors Biology
- Developmental Math
- Developmental Reading/Writing
- English Composition 1

Affordable Advanced OER Courseware

Smarter OER. Easier Implementation. Better Learning.

As your strategic partner, we are committed to listening to and learning about your needs — and then acting on those insights to drive successful outcomes for your students and your campus.

When it comes to course materials, research tells us time and time again that affordability remains a critical issue for students and faculty. Many times, students don't have the materials they need when classes begin, which can greatly impact their learning outcomes. In addition, course materials — and student needs and preferences — are changing and evolving at a rapid pace. Our Courseware Solution is designed to address these challenges, giving you and your faculty access to the most affordable, customizable and easy-to-adopt course materials available, and setting your students up for success.

Barnes & Noble Education's Courseware Solution

The Courseware platform from Barnes & Noble Education is a complete, turnkey solution that combines high-quality OER — such as OpenStax — with student and instructor support. It includes online practice, individual and group assignments, lecture slides, quizzes and test banks, and can easily be personalized and adapted for face-to-face, blended and online teaching environments.

Powered by:

LoudCloud



Built from high-quality OER, such as OpenStax.

69%

of faculty see their use
of OER materials in the
classroom increasing.



Faculty who engaged in our
Courseware pilot program at
Penn State University, Cuyahoga
Community College and West
Virginia University say our
Courseware is easy to adopt,
enables first day access to
materials, and facilitates
better learning.

Real-Time Insights to Help Students Succeed

Through our research, we've learned that today's students want a more personalized learning experience, and our Courseware platform delivers exactly that. Our Courseware Solution provides students with:

- E-book and print options
- Embedded video, auto-graded practice and online assignments
- Performance indicators at the chapter and learning objective level
- 24/7 access from laptop, tablet or mobile device

Intuitive Learning Path for Faculty to Easily Personalize

Our solution is a complete course that is easy for faculty to implement, adopt and use, or personalize so that the courseware is an extension of your teaching, not your textbook.

- Customize text, assessments, assignments and video
- Easily add, delete or adapt content
- Includes chapter quizzes, a full test bank and feature presentations in PowerPoint
- Student performance down to the learning objective, which allows you to identify and help the right students at the right time

Get Started Today

Talk to your store manager today about using our Courseware platform to increase affordability, provide a more personalized learning experience and drive academic success on your campus. To get started, visit www.facultyenlight.com/courseware and sign up for a demo.

