



Fall Update

Sep-Nov 2012

Back Packs, Textbooks and Hard Hats

By Kimberlee Messina

Welcome back to the Fall Quarter! We are in the midst of the hectic first days of instruction, a **massive construction** project, and preparing for our follow up report and **visit from the accrediting commission**. We here in the Office of Instruction would like to thank all of you for your hard work with student learning outcomes assessment, and wanted to update you on our **excellent progress** that we are able to report:

- Course-Level SLOs – 87% of Courses taught in 2011-2012 have reflections completed. (945/1088 classes)
- Program-Level SLOs – 88% of Degrees and Certificates in 2011-2012 have reflections completed. (58/66 degrees & certificates)
- Service Area SLOs – 86% of Service Areas in 2011-2012 have reflections completed. (19/22 Service Areas)
- Administrative Unit SLOs – 100% of Administrative Units in 2011-2012 have reflections completed. (8/8 Administrative Units)



We know how busy you are at this time of year, and are grateful to you for your quality reflections on your student learning outcomes assessments. As you continue the assessment cycle through the year, our office is ready to assist you. We are also looking for faculty to assist us in providing training and workshops for other departments and divisions in the coming quarters, so let us know if you are interested! Wishing you a great quarter, and a great academic year!

Welcoming a (Not-So) New Face



The Office of Instruction & Institutional Research is excited to announce a not-so-new face to the team, Jean McCarron.

Jean is pleased to be part of the Instruction and Institutional Research team. She has a BA in Theatre Arts from Santa Clara University, and has been a part of the Foothill family since January of 2008, when she joined our Theatre Arts department. During the Smithwick remodel, Jean lent a hand to De Anza's Hope Services, before returning here to Foothill to help out in the box office until joining Instruction and Institutional Research in July.

Jean will be working with both Cori and Denise in curriculum and scheduling. She looks forward to working with the college community to continue to serve our students.

Ask Cori

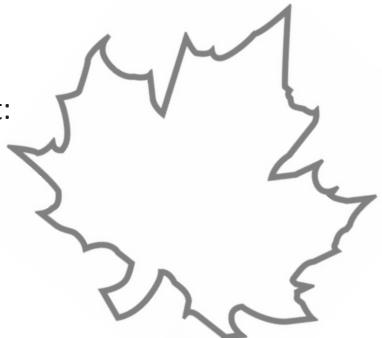
Curriculum Corner

"Dear Cori, How do I look at a current course outline???"

Anyone may now view any active course outline on our public web site at:
<http://www.foothill.edu/schedule/outlines.php>

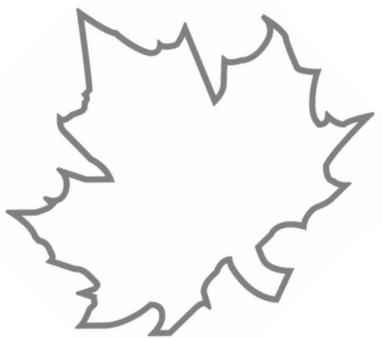
or if you forget the site address:

From Foothill's home page, select "Current Students" from the burgundy menu bar. In the center column under Academic Resources, select "College Course Catalog". On the new page that comes up, in the far left column, select "Course Outline of Record". Again another new page, use the pull-down to select the department. Once you've selected the department, click on the "Search for Course Description" button. You will see a list of the current outlines for that department. Select the course.



"Cori, What is the deadline for new courses & course updates for the 2013-14 Catalog?"

Course outlines must be in the "Instruction" status in the C3MS by **December 7th for the next Catalog**. In order for a course to be at that status, it must have been reviewed by the Articulation Officer, your Dean and approved by your division. DO NOT WAIT until December 6th to start editing! Please see your division calendar to see when you must have outlines to them for division approval. ■



Community College Survey of Student Engagement (CCSSE)

Research Corner

The Community College Survey of Student Engagement (CCSSE) was administered at Foothill College in Spring 2012 and serves as a resource in documenting students' experience both in and out of the classroom. These data serve as discussion points for the college in assessing and improving on attainment of IL-SLOs and their **engagement with faculty, staff and other students**. These multiple data sources provide an increased understanding of students and their experience, which can lead to informed decision-making that increase student achievement and success. The full results of the CCSSE survey are posted on the Institutional Research completed projects website: [http://foothill.edu/staff/irs/
FHresearch/requestcompleted.php](http://foothill.edu/staff/irs/FHresearch/requestcompleted.php)

To the right are some interesting highlights. To see the full presentation, attend the December 5 Planning and Resource Council (PaRC) meeting in the President's Conference Room at 1:30 p.m. Elaine Kuo will be reviewing the results in detail and answering questions about the data and how to use it in future planning. ■

Survey Respondents:

- 925 completed surveys out of 1,874 (50% response rate)
- 43 out of 58 selected sections administered survey
- 73% response rate among all surveyed sections
- Survey does favor full-time students, GE courses, face-to-face instruction.

Overall Foothill Experience:

- 90% of survey respondents reported that their educational experience at Foothill was excellent or good.
- Compared to other ex-large colleges, only 84% evaluated their educational experience as excellent or good.

Student Effort:

- Almost 40% of respondents indicated that they spent more than 10 hours a week preparing for class (38%). Compared to students attending other ex-large institutions (over 15,000), only 27% of students reported spending as much time preparing for class.

Remember to reflect on your course-level SLOs at the end of every quarter!

Program Review Update

by Darya Gilani

Responding to the feedback from your departments, the **Integrated Planning and Budget taskforce (IP&B)** met in Spring 2012 to update the annual program review template that was used in Fall 2011.

You'll notice that the 2012-2013 Annual template is a page **shorter than last year**. The IP&B Task Force cut the SWOT Analysis, a section of the Action Planning/Goals and several prompts in section 5 from the Annual Template. You will also notice that the IP&B expanded the prompts on Core Missions and Equity at the request of the Planning and Resource Council (PaRC).

This year, **one third of programs will complete the Comprehensive Program Review Template**, which was posted after the first PaRC meeting. The Comprehensive Template is built from the 2011-2012 template so you will be able to transfer much of your existing information over.

Programs have already been scheduled for their Annual or Comprehensive reviews and the 12-13 Program Review schedule posted online at: <http://foothill.edu/staff/irs/programplans/2012-2013/12-13-prog-rev-schedule.pdf>

To begin your 12-13 update, it's important that programs complete their student learning outcomes reflections for 2011-2012 in TracDat (<https://foothill.tracdat.com/tracdat/>). The Four Column reports that TracDat generates will provide the comprehensive summary of SLO reflections needed to complete section 2.

Join us! Honors Faculty Roundtable Saturday October 27, 2012

The Bay Honors Consortium is pleased to present the 2nd annual Honors Faculty Roundtable. Held at beautiful Mills College, this event offers honors faculty (and prospective honors faculty) an opportunity to collaborate, network, share best practices and be inspired. The event will be held from 9-3:30. The \$25.00 registration includes parking and lunch. Online registration is available at: <http://www.losmedanos.edu/honors/roundtable.asp>

If you've lost your 2011-2012 Program Review in Doc version, our office can send the most current DOCs on file for your programs to have copy/paste access to what you wrote last year. The completed PDFs of all past program reviews and current templates can be found here: <http://foothill.edu/staff/irs/programplans/index.php> along with the new templates in both DOCX and DOC versions.

The Office of Instruction & Institutional Research will post the departmental and course data for section 1 by October 10. The 2011-2012 sheets will be located at: <http://foothill.edu/staff/irs/programplans/programreviewdata.php> Note that this year, we will be providing you with two years of data rather than three to eliminate the need for IR to merge two separate datasets (we have 2 years of data in Banner). Along with additional demographic data, including **age, ethnicity, highest education level and gender, labor market data** will be included beginning in 2012-13. Also note that this year you will see the summer sessions included in your numbers.

The templates are due to Deans by December 14 for completion of Section 6. As these templates and the process are always being evaluated and improved upon, please provide feedback so that changes can be made for the next cycle. If anyone experiences problems accessing their Program Reviews, data or SLOs, please contact gilanidarya@foothill.edu



Associate Degree for Transfer aka, A Degree with a Guarantee

by Bernie Day

On October 1, the CCC Chancellor's Office, in conjunction with the CSU Chancellor's Office, launched the A Degree with a Guarantee Campaign which is targeted at high school and community college students. <http://www.adegreewithaguarantee.com/>

Students who complete an AA-T or AS-T are guaranteed admission to a CSU in a similar major. Completion of an associate degree for transfer not only gives students a competitive edge in the CSU admission process but also guarantees that they will graduate from the CSU within 60 semester/90 quarter units.

Foothill students should soon have three more associate degree for transfer from which to choose. In addition to the previously approved AA-T degrees in psychology and sociology, the College Curriculum Committee approved applications for the AA-T in English, Math, and History. (We are still awaiting approval from the CCC Chancellor's office for these degrees.) Other AA-T degrees that Foothill faculty are encouraged to develop include:

**Anthropology
Art History
Business Administration
Chemistry
Communication studies
Computer Science
Early Childhood Studies
Elementary Education
Geography**

**Kinesiology
Philosophy
Physics
Political Science
Social Work
Spanish
Studio Arts
Theatre**

Some faculty have already begun work on these degrees. Please do not hesitate to contact Cori Nunez for information regarding the associate degree for transfer degree application. Bernie is available to assist faculty with the associate degree curriculum. ■



Honors News

Honors Institute Receives Grant from Foothill Foundation

The Honors Institute received a generous \$2500 grant from the Foothill Foundation to support student participation at honors symposiums, conferences, and other scholastic events. Each year, approximately 50 Foothill College honors students attend the annual Bay Area Community College Honors Research Symposium. Many thanks to the Foothill Foundation for this much-needed gift!

Farewell: Honors Connection Student Leaders Move On

The Honors Institute bids farewell to some student leaders. Honors Connection student leaders Ron Arbel and Dor Carpel began the fall term at UCLA (Psychology and Business Economics). Eden Alemayehu (English) is now attending UC Berkeley. Adam Rabago is attending Brown University. Shervin Nakhjavani is pursuing studies in film at Concordia University.

