

Program Review Report

Year : Program :
2016-2017 Distance Education

Program Information

Program Review Authors (include names and campus locations):

Catherine Cox - Director, EKA

Lisa Sayles - Faculty DE Coordinator, COMM, EKA

Reno Giovannetti - Instructional Technologist, EKA

Assisted by the members of the Distance Education Planning Committee: Philip Mancus (SOC, DN), James Hays (IT, EKA), Mark Winter (PSYCH, EKA), Crislyn Parker (Admin. Support), Wendy Riggs (BIO, EKA), Rianne Connor (Fin.Aid, EKA), and Quang-Ming Pham (ASCR President)

Program Director's Signature:

Date:

Vice President's Signature: Angelina Hill Date:12/9/2016

Primary Function:

Distance Education provides "any time, anywhere" delivery of technology-mediated instruction to enhance student success by improving access to the college's educational programs. The program also supports faculty in the development and implementation of instructional materials that meet the College's standards of academic excellence.

State briefly how the program functions support the [college mission](#)

By providing technology-mediated options for instructional delivery, the DE program allows the college to better meet the lifelong learning needs of students throughout its entire service area, including students who would otherwise not be able to attend classes due to distance or scheduling conflicts.

State briefly program highlights/accomplishments:

The Distance Education program supports the delivery of the college's instructional offerings to students no matter where they are located or when they are able to attend classes, providing true "any time, anywhere" delivery of education. This both enhances access to instruction for students, and helps the college to meet its goals for enrollment and completion. The DE program also provides assistance to faculty college-wide in the use of instructional technologies such as Canvas and TelePresence to enhance their classes, both in DE delivery modes and when used to support face-to-face instruction.

Program Data

# of Full Time Employees		# of Part Time Employees		Personnel Budget		Discretionary Budget		Other Budget	
2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016	2014-2015	2015-2016
1.0	1.5	1.4	0	0.0		\$7,577.68		\$43,999.30	

Program Indicators

2.1 Program Indicators

List indicators that are used to evaluate the health of your program.

2.2 Student Equity

Please comment on current outcomes or initiatives related to increasing outreach, retention, and student success of under-represented students in your program.

Critical Reflection of Assessment Activities

Assessment Data

What changes have been made to the program based on assessment findings?

You may include results from your online assessment and closing the loop reports.

Describe assessment findings/observations that may require further research or institutional support.

Evaluation of Previous Plans

3.1 Describe plans/actions identified in the last program review and their current status. What measurable outcomes were achieved due to actions completed?

Action plans may encompass several years; an update on the current status, or whether the plan was discarded and why.

Number	Actions Taken	Current Status	Impact of Action
1	Development of a DE Community Advisory Committee to include representatives of various groups outside CR - HSU, workforce, K12, tribal councils, and others - with at least one meeting scheduled by the end of Spring 16.		
2	Work with Institutional Research on an environmental scan of internet penetration and type of internet access		

	available to students across the district (% with DSL, % with broadband, % with no internet access at home, etc.)		
3	Increase the number of courses approved for Distance Education (either Online or Telepresence) by collaborating with departments and providing support for faculty in the development of new DE course proposals.		
4	Provide enhanced resources for use in online and hybrid courses through additional support for instructor-developed media; provision of additional online library resources (including fully captioned streaming media); and improved technical support.		
5	Increase enrollment in courses offered via Telepresence through increased scheduling of courses using this modality and the implementation and use of conferencing technology. This includes modifications to the TelePresence room at Del Norte to make it more functional for course origination, as well as modification of the Eureka Telepresence room.		
6	Demo, select and implement an online evaluation tool for student evaluation of faculty in DE courses		

3.2 (If applicable) Describe how funds provided in support of the plan(s) contributed to program improvement:

Planning

4.1 Program Plans

Based on data analysis, student learning outcomes and program indicators, assessment and review, and your critical reflections, describe the actions to be taken for the next academic year.

Please be specific. This section and section 6 should include a detailed justification so that the resource prioritization committees understand your needs and their importance.

**Not all actions in this program plan section may require resources, but all resource requests must be linked to this section.*

The Theme of the Institution's 2014-2015 Annual Plan is "Increasing Persistence: Employing strategies to keep students continually enrolled from one semester to another." Describe how at least one of your program plans is expected to increase persistence. You may reference the expected impact on program/student learning (above).

Resource Requests

5.0 Planning Related, Operational, and Personnel Resource Requests.

Requests must be accompanied by an action plan in the previous section.

Requests should include estimated costs. Submit a support ticket if you do not know the estimated costs.

If you are requesting personnel resources, you must also include the 'Request for Faculty or Staffing' forms, located at [inside.redwoods.edu/program review](https://webapps.redwoods.edu/programreview)

Submit one form for each request.

Author Feedback

Provide any constructive feedback about how this template or datasets could be improved.

How much do you agree with the following statements?

This year's program review was valuable in planning for the ongoing improvement of my program. (select one)

Analysis of the program review data was useful in assessing my program. (select one)

PRC Response

Section 1: Program Information

Exemplary: identifies the program`s impact on the college and aligns with the our mission.

Section 2: Data Analysis

Developing: data missing and student equity was not discussed.

Section 3: Critical Reflection of Assessment Activities

Developing: insufficient assessment activity completed for the program to reflect on assessment-based changes.

Section 4: Evaluation of Previous Plans

Developing—Not completed.

Section 5: Planning

Missing section

Section 6: Resource Requests

Missing section