

Office of Instruction and Student Development Weekly Update: April 30, 2016

Program, Curriculum and Course Development

This year, the Academic Senate led department faculty and staff through Administrative Procedure (AP) 4020 **Program, Curriculum and Course Development**. **AP 4020** is the procedure the college uses to initiate new instructional programs and to develop curriculum, both credit and non-credit. The steps in the procedure for instructional program initiation include 1) a program request initiated by the administration, faculty, or the Academic Senate. 2) a Task Force appointed to analyze viability of the new program. 3) criteria identified by which viability and sustainability may be assessed. 4) all relevant information reviewed by the Task Force which then presents a written report to the CIO/CSSO and President with a summary and analysis of data, detailed assessment of support for sustaining the program, and a program recommendation approving, not approving, or looking for alternatives such as modifying existing programs. The President decides whether or not to implement the recommendation. If the decision is to initiate a new program, the president will task appropriate faculty, staff, and administrators to develop the program.

As you can see, carrying out this procedure requires a great deal of expertise and effort. I am pleased to announce that **AP 4020 Task Forces have recommended the development of the following two new programs**, and the President is tasking relevant parties to move forward in their development:

Pre-Nursing Certificate: Thanks to the work of Connie Wolfsen, Roberta Farrar, Jennifer Burlison, Tatiana Robinson, Wendy Riggs, Sheila Hall, and Alison Pritchard.

Biology AS-T: Thanks to the work of Karen Reiss, Tim Baker, Connie Wolfsen, Courtney Loder, Sheila Hall, and Dave Bazard

Update on New Faculty Hires

I want to update you on the progress of the full-time faculty searches and to thank everyone who has served or is currently serving on search committees. The HR conference room has not been lonely!

Approved by the Board of Trustees on April 20, 2017
Assistant Professor, Nursing (LVN) – Monica Malt

Pending Board of Trustees Approval, included in the May 2 BOT Agenda
Assistant Professor, Construction Technology – Ralph Hafar
Assistant Professor, Mathematics (Del Norte) – Levi Gill
Assistant Professor, Mathematics (STEM) – Anthony Luehrs
Assistant Professor, Mathematics (Statistics) – Jonothan Pace

DE Sub Change & Accreditation

Last week, the ACCJC approved CR's **substantive change proposal to offer 50 percent or more of the following programs via distance education:**

AA in Agriculture; **AS in** Computer Information Systems and Dental Assisting; **ADTs in** Agriculture Plant Science, Anthropology, Business Administration, Comm Studies, Geology, Kinesiology, Sociology; **Certificates in** Addiction Studies, Basic Law Enforcement, Network Technician, Small Business Management.

The Accreditation Oversight Committee (AOC) is working on a draft **Quality Focus Essay (QFE)**. This new ACCJC requirement is part of our Institutional Self-Evaluation. We are asked to focus on two areas that directly impact student achievement. For each area, we are asked to develop action plans and tie each to a responsible party, timeline, and evaluation plan. The AOC hopes to focus on areas that constituents already believe are key to student success.

Fast Fact

Number of students enrolled in fall 2016 declaring the following programs:

Nursing AS (RN) – 398

Nursing AS (LVN) – 114

Nursing AS (LVN-RN) – 61

Science Exploration AA – 411

Science AA – 267

Note that some students have multiple actively declared programs.

Note that these counts do not reflect the number of students admitted into nursing programs.

Angelina Hill, PhD

Interim Vice President

Instruction & Student Development