**Academic Program Review Peer Review Panel Report - Rubric, Comments and Recommendations**

***Fire Science Degree and Certificates***

**Date of Review:**

**Names and positions of reviewers:**

**Member Fotini Sioris Position Professor of Biology**

**Member John Prevost Position Professor of Language Arts (Spanish)**

**Member Alejandrina Garza Position Professor of Mathematics**

**Member Position**

**I. Program Description, Vision and Outcomes**

1. Does the program description provide the following information?

1. A synopsis of the program and curricular outcomes

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

c) Program certifications, accreditations and awards

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

d) The skills that graduates from the program will attain

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on the program’s description***

1. The synopsis of the program was clearly stated, descriptive, specific and detailed (also seen on CAC website and CAC catalog).
2. The Fire Science Program lists the degrees and certifications online (under CAC degrees and certifications). Accreditations are also mentioned online. We could not see awards listed anywhere.
3. The skills are listed as outcomes on the Degree Fire Science CAC page-- very clear and very detailed.

2. Does the program have a mission and/or a vision statement? If so, are the program’s mission or vision statements clear and reflective of the program?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

3. Is the program aligned with the college’s mission, vision, and strategic goals?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on the program’s mission/vision statement and alignment to college’s mission/vision statement***

Question 2--The program does not have a mission. It would be nice to tie the program description to the mission or vision for the Program.

Question 3--On the past review (2018) they had indicated they had worked on alignment with College goals /mission. We saw some alignment to College goals at the end of the self study.

**II. Program Enrollment and Graduation Trends**

1. Has the program enrollment trends for the program increased, remained consistent or decreased?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Increasing* | 2 | *Consistent* | 1 | *Decreasing* |

2. Were the factors influencing enrollment trends discussed?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *No information was given* |

3. Was information given on how the program typically recruits students and markets the program?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *No information was given* |

4. Have the graduation rates increased in the past 5 years?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Increasing* | 2 | *Consistent* | 1 | *Decreasing* |

5. Has the number of program enrollees or graduates who studied at an in-state baccalaureate level institution during the past 5 years increased, stayed consistent or decreased?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Increasing* | 2 | *Consistent* | 1 | *Decreasing* |

6. Were graduation trends and efforts to help students to help students achieve completion addressed?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *No information was given* |

7. Was a summary of the Program Enrollment and Graduation Trends provided, and was there a reflection of areas of strengths and improvement for the program.

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *No information was given* |

***Comments on the programs enrollment and graduation trends***

Question 1 –Enrollment seems to have increased. *The degree enrollment increased overall from 2013 to 2018 with decrease in enrollment during the years in between. The certificate enrollment increased for all years 2013 to 2018. Was the 2018-2019 enrollment data available for inclusion in the Self-Study?*

Question 2.-- Elaborate on what economical factors the self study is indicating. Can this be overcome by fundraising? *Are there other sources of funding other than Perkins grants and possible fundraising?*

Question 3 –EMT and CAVIT are listed as recruiting students for Fire Science. Maybe more advertising? Job fairs? Look at what other schools do in this area. Are they reaching out to employers? Are there job openings?

Question 4—Graduation rates have increased. *The degree graduation rate increased overall from 2013 to 2018. However, there was a slight decrease in the Certificate graduation rate for the same period with an increase during 2014-2015. Was the 2018-2019 graduation data available for the Self-Study?*

Question 5—We do not offer a Baccalaureate Program. Is the Hiring preference given to 4 year College students?

Question 6 -- It is nice they positively reinforce their students and create a supportive environment. Is just encouraging enough? Any internships? What schools were contacted for researching the Fire Science Program in other academic institutions? And what other schools do in terms of data collection for their programs?. There was not enough HOW things need to be done. What specific ways to market the program? What is the job placement rate?

Question 7 –It is nice they help students get jobs and help them to transfer to 4 year program. Why is there no follow up data?

**III. Program Curriculum**

1. Was a curriculum comparison chart provided for each degree and certificate in the program?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *All were included*  | 2 | *Missing one or more*  | 1 | *Not included*  |

2. After reviewing the Curriculum Comparison Charts of the other institutions was information given into courses that could be added, combined or deleted for the certificate and/or the degree?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

3. Was any information given as to possible revisions to the courses description, articulation, additions, revisions or deletions anticipated?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on program curriculum***

Question 1—It is not included. It would be interesting to see what other Colleges do in terms of their Fire Science Program.

Question 2—Is this what other schools do? Little effort appears to be put in –in which classes should be added / dropped.

Question 3 – Why were computer classes added / deleted?

**IV.** **Program Outcomes and Assessment**

1. Are the student learning outcomes for the program provided and are they relevant to the programs goals?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

2. Are any of the program outcomes determined or influenced by any external organization, agency or accreditor identified and explained. If not, mark not applicable (NA)

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* | *NA* | *Not applicable* |

3. Are department/program strategies for determining how to assess learning outcomes described and is information provided on how assessment results are collected, analyzed and discussed?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

4. Is a common assessment being conducted to assess the MSLO’s for a common course in the program?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

5. Is a common assessment being conducted to assess the CSLO’s for a common course in the program? Is data included on the results?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

6. Is an explanation provided on how MSLO and CSLO assessment results have been used to improve instruction and/or student learning over the past 5 years?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

7. Was information given on how the program supports current or future needs for the job market in Pinal County, the state and/or the United States?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

8. Was information provided on whether there are any specific in-state baccalaureate programs into which this program is particularly suited for transfer, and/or if there are any articulation agreements in place for a degree graduates?

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* | *NA* | *None* |

9. Are articulation agreements in place for degree graduates?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

10. Was information given on how the program gets feedback on its program and curriculum from external sources such as advisory boards, employers, articulation task forces, accreditors, etc.?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on Program Outcomes and Assessments***

Question 1-- Great work on outcomes.

Question 2-- Very nice that program is accredited and state approved. What are the accrediting institutions besides the State and IFSAC?

Question 3-- No assessment results were listed. Lacks info on aligned assessments.

Question 4-5-- Information on alignment with MSLOs and CSLOs and Assessments needs to be added to improvement list.

Question 6 -- No assessment results from the past were provided.

Question 7 --Nothing appears to be done with research for current and future job needs and marketing.

Question 8— No specific info on transfer to Baccalaureate programs. What guarantee are students given?

Where do students transfer? This will be an area of improvement to collect data (per self study)

It would be helpful for those going to the Baccalaureate program.

Question 9 -- Would be nice to have an articulation agreement with other schools for higher degrees.

Question 10--More detail could be provided. Lacks outside sources and advisors that could help provide feedback and guidance for the program.

**V. Program Specific Resources**

1. Was the adequacy of the budgetary resources, human resources, technological resources, classrooms, labs and space, academic support for students over the past 5 years evaluated?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

2. Were future goals identified along with the extra resources and funding that would be required to achieve it?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on program specific resources***

Question 1 Maybe ask other schools how they get funded. Lacks attempt to search for grants or resources to increase the program’s success. (Self study mentions that Perkins Grant failed (what should happen,now what?)

Question 2 Maybe contact government or private agencies. Look at what other programs have done fundraising for their Program. (other schools)

**VI. Program Effectiveness for Graduates**

1. Was information provided on how the program measures the success of the degree and certificate program graduates?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

2. Was any qualitative or quantitative information provided to determine the success of graduates in obtaining a job in the field of study?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

3. If the program serves to prepare students for an external certification or licensure, was it identified, and were percentages provided for the amount of students who earn/achieve it?

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| --- | --- | --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* | *NA* | *Not applicable* |

***Comments on program effectiveness for graduates***

Question 1 –Surveys are difficult to have students complete --maybe add points? Have them take survey in class? Why surveys were not returned? What about employer responses? Are the graduates getting jobs? What is working and what is not? What to do better? (maybe ask employers to get some ideas)

Question 2 –Work on providing data for the workforce. Data needs to be found--so to support success.

Question 3—Percentages were indicated. It would be nice to know how we compare to national average.

**VII. Program Continuous Quality Improvement**

1. Was a description given on how the program has used operational planning goals to achieve quality improvement over the past 5 years?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

2. Was a description provided on the ways the program has engaged in continuous quality improvement?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on program’s* continuous quality improvement**

Question 1—Program is continuously improving the quality and trying to work on enrollment and passing rates.

What is done to become budget funded?

Question 2 --How have you engaged in continuous quality improvement? Set specific steps and goals.

**VIII. Program alignment with institutional strategic goals**

1. Was a description provided on how the program has directly or indirectly assisted the college in achieving its strategic goals?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on program’s* alignment with institutional strategic goals**

Nice job. Appears to be in line with college goals.

**IX. Evaluation of Program Strengths, Viability and Areas for Improvement**

1. Were areas of strengths and areas for improvement identified? Is an evaluation provided on whether or not the program is still viable? Were the next steps for the program and possible action plans identified?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

***Comments on program’s* evaluation of strengths, viability and areas for improvement**

Nice work here –maybe add the steps to be followed for this process.

**X. Overall Evaluation of the APR Self Study**

1. Are key findings that arose from the analysis and review process clearly presented?

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| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

2. Does the review provide a clear direction and vision for the program moving forward?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

3. Does the review present specific strategies and recommendations for moving the program forward?

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| 3 | *Exemplary* | 2 | *Developing* | 1 | *Inadequate/Needs Attention* |

Question1 – Needs work. *Very little data provided to support self-study responses.*

Question 2-- More emphasis should be placed on the HOW??. Specific steps on all processes : evaluation, researching data , marketing process, assessments.

Question 3--Appears vague in its recommendations and strategies

**Final Score on the Quality of the APR Self Study:**

**If all sections were applicable:**

|  |  |  |
| --- | --- | --- |
| * **Exemplary 108 – 91 (85% and above)**
 | **Good 90 - 76 (70 – 84%)**  | **Needs Attention 75 and less (69% and below)** |
| * The program self-study fully addressed the core criteria in their self-study and review process. It discussed how goals and objectives are linked to the college mission and strategic goals. The program's student learning outcomes, curriculum comparison and assessment results have informed changes in curriculum, pedagogy, and instructional resources. Action Plans for continuous quality improvement were identified based on the results of the self-study process
 | The program self-study addressed the core criteria in their self-study and review process, but some information was missing. It discussed how goals and objectives are linked to the college mission and strategic goals, and included action plan strategies, but more data, statistics and specific goals could have been identified. The program's student learning outcomes, curriculum comparison and assessment were given but specific information on how it would affect pedagogy and instructional resources was not provided. | Not all of the core criteria were addressed and there was information and statistics missing in many of the self study areas. A reflection of how the self study will lead to the development of an Action Plan for continuous quality improvement was not provided.  |

**If 2 of the sections were not applicable:**

|  |  |  |
| --- | --- | --- |
| **Exemplary 102 – 87 (85% and above)**Same criteria as above | **Good 86 - 71 (70 – 85%)**Same criteria as above | **Needs Attention 70 - Below (69% and below)**Same criteria as above |

|  |
| --- |
| **Identified Strengths and Recommendation for Program Action Plan:** |
| The reviewers noted the strengths of the program, and would like to recommend the following actions to be considered when working with the dean to develop an action plan as a result of the Academic Program Review process. The APR Self Study scored **57/106**. This was mostly due to there being some items missing such as the curriculum comparison charts and a lack of data for Program Level and Course Level Assessments. However, the team felt that the self-study was in between needs attention and good.**Strengths:** We believe there is lots of good work on outcomes and program is viable, growing ,self-sustainingand follows state accreditations.**Action Plan Recommendations:** We recommend using more HOW TO in all areas of improvement –set a vision and goals, collect data, work on marketing and funding. Reach out to job market to help assess the program.Work on fundraising.Help students visualize their future –look for job openings and new ways that other schools may follow to improve enrollment and job placement.Help students transfer to institutions offering higher level degrees.Place more emphasis on what specific steps will be taken to improve the program . |