

Non-Instructional Program Review

SUPERSTAR!



Program Review Section 5: Internal Factors

Superstar Selection: CTE-WEDD

5. Internal Factors

A. Strengths

Staff and Faculty. WEDD staff and faculty have developed and maintained a cohesive partnership structure with open communication and collaboration.

Facilities. Adequate space provides the ability to procure the tools, equipment, and updated technology to continue to expand our offerings to students and partners.

Distance Education. Classes are offered online, hybrid, and through video conferencing.

Curriculum. Some programs have been developed to meet professional and industry Standards through the National Center for Construction Education and Research (NCCER), American Welding Society (AWS), and the Division of Apprenticeship Standards (DAS).

B. Weaknesses

Insufficient Staffing. In order to meet external funding requirements and because of the rapid growth of WEDD, a reorganization and additional staff are desperately needed. Many current staff positions need to be upgraded to reflect the increased responsibilities and duties they are currently providing. See reorganization chart Attachment D.

Distance Education. An updated, interactive website needs to be developed. Improvement in the internet capacity at the Career Education & Workforce Development Center is needed in order to meet the demands of new and emerging technology and to run programs and offices efficiently.

Instruction. The lack of full-time faculty to meet the program curriculum and paperwork demands in a timely manner. Lack of flexibility to obtain contract trainers at market rates and with the requisite skills and certificates to meet training demands

BCC Processes. The inability to obtain timely approval of contracts, requisitions, purchase orders, financial reports, staffing requests, etc. affects WEDD's ability to meet demands in a timely manner.

DATE: October 1, 2013

ANNUAL UPDATE #1:

A. STRENGTHS:

Staff and Faculty. With the departure of the Dean of WEDD, our team has developed a new perspective and a renewed commitment to the college's goals of integrity, respect and open communication with each other, the college, and the community.

One Full-time faculty position was hired for Automotive Program.

Facilities & Equipment. We improved our facilities by purchasing training simulators (waiting for installation), increased network capabilities and Wi-Fi, installed SMART Boards and an additional computer lab for use with the training simulators once installed.

Distance Education. Purchased simulation software to be used online when IMMT program is approved.

Curriculum. Industrial Maintenance Mechanic Technology (IMMT) courses have gone through the curriculum committee and an advisory committee must be held before approval by the Chancellor's Office.

All CTE faculty members have identified Student Learning Outcomes (SLOs) and method of instruction to CTE courses.

Barstow Community College completed a survey at Fort Irwin and based off the results the three most desired programs are ADJU, CHLD, and MGMT.

Meeting Grant and Program Deliverables. WEDD continually meets grant deliverables and timelines on multiple grants.

- Perkins Title 1C Grant (program 0318): The intent of this grant is to develop the academic, career and technical skills of students who enroll in CTE vocational programs. WEDD will meet these fund requirements by:

Professional Development (faculty)
Develop, improve, and expand use of technology in CTE programs
Work-based Learning Experiences for Students
Assessing Needs of Special Populations
Improve quality of CTE Programs

- SB70 Grant (program 0310): The intent of this grant is to align and strengthen K-12 Career Technical Education (CTE) with community college programs organized around future labor market and industry needs. This grant funding will end in November 2014. WEDD has identified the following Pathway Sectors as the focus of the current grant cycle 1) Energy & Utilities (Electrical, HVAC, Environmental Tech) and 2) Transportation (Auto, Diesel, Logistics). WEDD's plan to meet these goals includes the following:

Career Exploration beginning in middle schools
CTE Pathway Development
Internships with Industry
Professional Development
Career Fairs
Strengthening Instruction through new technology and equipment
Local and Regional Partnerships to increase sustainability
Recruitment Efforts

- CTE Transitions: The intent of this grant is to facilitate the transition of CTE students from secondary to postsecondary to high skill, high wage, and high

demand occupations. These annual funds are expected to continue until the Perkins Tech Prep program is reinstated. WEDD plans for use of these funds include:

Outreach/Career Exploration

Professional Development

Consortia Meetings

Articulation

Support for concurrent enrollment

Support for coordination of work-based learning/internships/placement at the postsecondary level.

- Rural School (program 0308): The WEDD delivered the requirements of this grant by outreaching to California rural high schools and providing them the opportunity to attend online course offerings at Barstow College since these resources are not available in their locations. We also provided participating schools funding for textbook purchases and tutoring/computer lab support. We assisted the school counselors and students in the admissions, concurrent enrollment, registration and other student services processes.
- CDTC Grant (program 0304): Child Development Training Consortium (CDTC) – we receive 200 units which equals \$5,000.00 that is to be used for our students who are currently working in the field of early childhood education. The grant is an incentive for students to get their permits and degrees in ECE. We have had this program for 4 years and have earned all the units each year. Last year we assisted 20 students.
- CEC Mentor Grant (program 0305): High Desert Regional - Mentor Program – Barstow College and Victor Valley College have collaborated to offer the Mentor Program for our students. This program is designed to provide quality mentors for our Practicum Students. The Mentor Program pays the Mentors a stipend for each student they mentor. The Mentors provide 108 hours of mentoring.
- Foster and Kinship Care Education (FKCE) Program:

The mission of the Foster and Kinship Education Program is to provide quality education and support opportunities to caregivers of children and youth in out-of-home care, so that these providers may meet the foster children's educational, emotional, behavioral, and developmental needs.

In 2011-12 FKCE served 242 participants and in 2012-13 they served 484 participants which is a 100% increase.

In 2011-12 FKCE provided 441.5 hours of training and in 2012-13 they provided 604 hours of training which is an increase of 37%.

B. WEAKNESSES

External Funding: Due to the departure of the WEDD Dean, the transition period has affected our external funding. The departure causes a delay in writing and obtaining new grants and changes in management causes partnerships to be reestablished. Funding is also affected because we were unable to proceed with offering the IMMT curriculum and training on a regional and national level due to delays in electrical upgrades and an instructor to assist in the development of the program.

Insufficient Staffing: In order to meet external funding requirements and because of the rapid growth of WEDD, a reorganization and additional staff are desperately needed. Many current staff positions need to be upgraded to reflect the increased responsibilities and duties they are currently providing. *See updated reorganization chart, Attachment A 12.13.*

Based on the results of the survey at Fort Irwin we need additional full-time faculty to meet military families' educational needs.

Need a full-time instructor for IMMT courses.

Facilities and Equipment: Electrical infrastructure and updating of internet capacity for training simulators not being completed has forced cancellation of classes and contract training.

Distance Education: Due to re-evaluating the direction of CTE this project has been put on hold.

Curriculum: Need to develop an advisory committee for the IMMT program for implementing credit based and contract training classes/programs.

All courses requiring pre-requisites need to be reviewed and submitted to tech review by October 1, 2013.

BCC Processes: Continues to be a work in process.

DATE: October 6, 2014

ANNUAL UPDATE #2:

A. STRENGTHS:

Staff and Faculty:

With the hiring of the full-time Dean of Instruction- CTE/ Workforce & Economic Development we have had the ability to continue to develop a new perspective and a renewed commitment to the college's goals of integrity, respect and open communication with each other, the college, and the community.

One full-time instructor was hired for our Industrial Maintenance Mechanic Technology (IMMT) program.

Facilities & Equipment:

The training simulators have been installed and will be utilized in future credit based and contract education training offerings. Additional equipment has been purchased for the automotive/diesel programs, welding, photography, IMMT/IM E&I, Child Development, and advanced computer software.

Distance Education:

All CTE/WEDD Instructors teaching online courses successfully completed Moodle training through the online office.

Barstow Community College developed a new program designed for the Department of Defense (DoD) aimed at out-of-state students. CTE/WEDD is working in collaboration with academics in creating a two-year pathway in Management/Business and looking at expanding the program to offer Administration of Justice.

Sandi Thomas and Nance Nunes-Gill are part of the Distance Education Committee at BCC.

Curriculum:

Industrial Maintenance Mechanic Technology (IMMT) courses have gone through the curriculum committee and approved by the Desert Regional Consortium and is pending approval with the Chancellor's Office. The 60 and 70 series levels of classes and several Certificates of Career Preparation have been approved. We are scheduled to offer this program during the spring 2015 semester.

Two-year plans have been developed for each CTE credit based program to provide students the opportunity to complete any CTE core courses within two-years leading to student success and ease in scheduling courses for the Dean of Instruction for CTE/WEDD.

Reviews of several programs within the CTE department have been completed to ensure they are staying current with industry trends and students success. Changes are being made to Logistics/Warehousing, Photography, Automotive/Diesel, and Child Development, and Electrical.

Meeting Grant and Program Deliverables:

WEDD continually meets grant deliverables and timelines on multiple grants.

SB70 Grant (program 0310): Funding expires in November. The deliverables for this fiscal year will be purchasing supplies and equipment for approved programs to provide higher quality educational offerings leading to program completion and student retention/success.

Rural School (program 0308): This program was a pilot program and we fulfilled the deliverables. The program was closed.

Ramp-up: This grant will focus on improving alignment of regional curriculum to streamline the educational path for students and promoting student engagement through workplace experiences and career technical student organizations.

Barstow Community College is collaborating with Mt. San Jacinto College in obtaining SB1070 grant approval. A two-year implementation plan for projected high school articulation activities is being developed.

Local area and regional business partners continue to seek customized and specialized training from Barstow College.

In 2012-13 FKCE served 484 participants and in 2013-14 they served 567 participants which is a 17% increase.

In 2012-13 FKCE provided 600 hours of training and in 2013-14 they provided 604.5 hours.

B. Weaknesses

We are trying to strengthen our relationships with our college and K-12 counselors to be able to provide both student populations with CTE degree and training opportunities. We feel counselors are ideal to provide information on our programs and opportunities since they sometimes are the first point-of-contact for students.

Insufficient Staffing:

Since the last annual update the Dean of Workforce and Economic Development position has been changed to Dean of Instruction- CTE/Workforce & Economic Development and is held by Sandi Thomas. **The Director, Career & Technical Education has been eliminated.**

Due to the elimination of the Director, Career & Technical Education the CTE/WEDD department has the need for a Program/Office Coordinator to assist and help facilitate the programs and programming. Without these additional duties being covered, the department would not be able to meet the needs of contract training, obtain additional grants, unable to meet deliverables of grants, and meet curriculum and articulation needs of the CTE/WEDD department due to the additional workload and reduced staffing.

Based on the results of the survey at Fort Irwin we need additional full-time faculty to meet military families' educational needs.

We are in need of full-time faculty in the following areas: Business/Management, Administration of Justice, Child Development, and Welding. All areas except Child Development only have adjunct faculty, have high enrollment numbers, and having a full-time faculty member in these areas would help increase enrollment and build the program. Full-time faculty in these areas would be able to update curriculum, complete SLO's and PLO's, program reviews, build and strengthen advisory committees and explore internship and employment opportunities for students leading to students success, retention, and the transition into employment.

Facilities and Equipment:

In order to serve our students and trainees to the best of our abilities we still need additional electrical work in several of our bays at the State St. facility. Also, because of high enrollment in the Welding Program additional electrical infrastructure needs to be upgraded in order to install more welding machines to meet the needs of students and trainees. Adding additional electrical and increasing internet capabilities would help increase enrollment and growth in the programs. Updating the internet capabilities continues to be a weakness because it doesn't efficiently serve our staff, students, and trainees.