Program Review

Purpose

"Program review is the process through which constituencies (not only faculty) on campus take stock of their successes and shortcomings and seek to identify ways in which they can meet their goals more effectively. It is important to note here that the task of identifying evidence-based successful practices, and sharing these practices college-wide, is far more important than the negative perspective of trying to ferret out ineffective practices" **–Academic Senate for California Community Colleges**

Data Driven Decision Making

Continual improvement
Evaluation of program resource needs
Fiscal stewardship and transparency
Culture of evidence

Reporting Cycle

Program Review will be conducted every two years beginning Fall semester 2021.

Reporting Cycle Activities	Timeline
Program Review forms posted on the Program Review website:	August 22, 2023
Data is available on the ORPIE website:	
• Instructional Program Review Dashboard	Available now
• Student Services Program Review Dashboard	*Coming August 28, 2023*
• State comparison data may be found on Data Mart or Cal-Pass Plus	Available now
Program Review Office Hours and Data Support offered in a hybrid format in the Language Arts (LA) Room 115 and by zoom.	See the Program Review website schedule information.
Program Review draft due via Dynamic Forms.	Friday, October 6, 2023
Review and Feedback Steps to Finalize Program Review:	
• Step 1a: **Technical Review** by IEC (for all) and Academic Senate (for any that include a faculty request). • See the technical review rubrics.	Friday, October 6, 2023
• Step 1b: **Content Review** by Deans/Director. Feedback due to author.	Friday, October 6, 2023
• Step 2: **Completed Revisions** submitted by author for final approvals by Deans/Manager and Vice Presidents. Final draft will address technical and content review feedback.	Friday, November 3, 2023
• Step 3: **Final Program Review Approvals** by Deans/ Manager, Vice Presidents, and IEC. ORPIE will post final draft to the website.	Friday, December 1, 2023
• Step 4: Funding Requests proceed through governance structure.	
• Depending on the request either the Vice President or the IEC will assign the Program Review to the appropriate committee(s), including Planning Council for prioritization.	Friday, December 1, 2023
• Committees forward recommendations to the Budget Committee	Friday, December 1, 2023
• Faculty Hiring timeline:	

• Academic Senate Q&A	Tuesday, November 14, 2023
• Senator Ratings due	Friday, November 17, 2023
• Academic Senate – Special Meeting to Review Rankings	Tuesday, November 28, 2023
• Prioritized requests for faculty positions will be provided by the Academic Senate to the Executive Team	Wednesday, November 29, 2023
• President makes final faculty decisions and reports to Senate at Special Meeting. • Based on approved faculty positions, faculty submit search committee membership and supplemental questions to HR and the Academic Senate.	Tuesday, December 5, 2023
• Hiring committee participants appointed by the Academic Senate.	Tuesday, December 12, 2023
• The Budget Committee forwards all recommended non-faculty requests to the Executive Committee	Tuesday, December 12, 2023
• President announces all funded recommendations campus-wide	Monday, April 1, 2024

AUTHOR INFORMATION

Employee ID (E# or C#): [ ]   First Name [Leah]   Last Name [Walden-Hurtgen]

Wing [Instruction ▾]   Email Address [lwalden-hurtgen@gwc.cccd.]   Office Phone [ ]

Dean/Manager First Name [Alex]   Last Name [Miranda]   Email [Miranda, Alex = amira ▾]

Vice President First Name [Kay]   Last Name [Nguyen]   Email [Nguyen, Kay = kvngu ▾]

Program Review - Draft
*Program-Review-
Anthropology_DRAFT_LWHurtgen_F23.docx

Program Review - Final
Submission
*

This Program Review includes the following: * [-- Please Select -- ▾]
Pick all that apply.
Faculty Request [-- Choose -- ▾]
Facilities, Technology, Equipment Request [-- Choose -- ▾]
Classified Request [-- Choose -- ▾]

This Program Review includes the following: * [-- Please Select -- ▾]
Pick all that apply.
Faculty Request [-- Choose -- ▾]
Facilities, Technology, Equipment Request [-- Choose -- ▾]
Classified Request [-- Choose -- ▾]

Faculty Requests (up to 3)   Faculty Requests (up to 3)
One upload per request   *One upload per request*
Faculty Upload1   Faculty Upload1
Faculty Upload2   Faculty Upload2
Faculty Upload3   Faculty Upload3

Facilities, Technology or Equipment Draft Requests (up to 5)   Facilities, Technology or Equipment Update Requests (up to 5)
FTE Upload1   FTE Upload1
FTE Upload2   FTE Upload2
FTE Upload3   FTE Upload3
FTE Upload4   FTE Upload4
FTE Upload5   FTE Upload5

Classified Personnel Draft Requests (up to 3)   Classified Personnel Updated Requests (up to 3)
One upload per request   *One upload per request*

Classified Upload1   Classified Upload1
Classified Upload2   Classified Upload2
Classified Upload3   Classified Upload3

Supporting Materials (Optional)   ## Supporting Materials (Optional)

Upload1   Upload1
Upload2   Upload2
Upload3   Upload3

*   ...3039303031

Leah Walden-Hurtgen   10/06/2023
Author - Draft Signature

Date

*

_____   _____
Author - Final Signature

Date

Dean/Manager Draft Feedback

As the author of the Program Review noted: Anthropology is a small discipline that has had a limited number of transfer students in the last three years, 16. Specifically, ANTH has not granted certificates and has not graduated students with degrees. In the last three years 16 students have obtained transfer degrees.

The goals from the last cycle have focused on one instructional matter: a curriculum impediment to the approval of one course. The other goal focused on and space and the creation of a 1 unit course in research.

This year, the goals from the last cycle are repeated. Specifically, ANTH needs to 1. obtain approval for its Native People of North America course - Area F; 2. develop a 1-unit course related to research opportunities; and 3. request funding to improve the functionality of the ANTH/GEOG laboratory - now in the LAC building

There are other courses that need curriculum updates. The courses are: G 100, G 130, G 150, G 185, G 185L, G 190, and G 200 Additionally, a marketing plan is needed to increase student interest in the ADT. Also, the improvement of the laboratory is dependent upon funding and a request for cabinets, etc. The request form is needed in this Program Review cycle.
It is important to note, going further into the discipline's data, that enrollments have been stable - about 900+ students. A 5-year span of data shows that FTES numbers have varied between 113 and 152. Retention is at 90% and Success is at 79%. The discipline has one FT faculty and two regular PT instructors.

FileUpload2

IEC Feedback

1. For question# 2, please provide more information about how the format, number and type of courses were optimized since last program review cycle.

2. For question# 5, Please provide information about enrollment and retention.

FileUpload4
Program Review Rubric Upload

Academic Senate Executive Board Feedback

FileUpload1
Program Review Rubric Upload

Dean/Manager Final Feedback

[text area]

FileUpload2

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_____   _____
Dean/Manager Signature   Date

Vice President Feedback

[text area]

FileUpload3

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_____   _____
Vice President Signature   Date

Downloaded to the following Committee Teams folder on: -- Choose -- ▾   [_____]

*

_____   _____
IEC Signature   Date

*

_____   _____
Academic Senate Signature   Date

Dean/Manager - Feedback Signature	Electronically signed by Alex Miranda on 10/10/2023 3:54:35 PM
Academic Senate: Technical Review Signature	Electronic Signature Pending
Author - Final Submission Signature	Electronic Signature Pending
Dean/Manager Signature	Electronic Signature Pending
Vice President Signature	Electronic Signature Pending
Academic Senate Signature	Electronic Signature Pending
IEC: Technical Review Signature	Electronically signed by Shatarupa Ray on 10/12/2023 9:27:26 AM
IEC Signature	Electronic Signature Pending

Program Review Request
Instruction

SUBMITTER INFORMATION

First Name:	Leah
Last Name:	Walden-Hurtgen
Email:	lwalden-hurtgen@gwc.cccd.edu
ID:	
Phone Number:	
Who is your Dean/Supervisor?	Alex Miranda
Are you the Department Chair?	No

GENERAL PROGRAM QUESTIONS

Name of Program (Academic Programs should be listed per discipline):
Anthropology

Please provide a brief description and any significant change in your program since the last Program Review cycle.
I have continued to stabilize and improve upon Anthropology's efficacy by optimizing the type, number, and format of courses according to student demand and major-specific needs.

What are your program's strengths? (Answers could include but not limited to KPI data)
Anthropology's greatest strenght is it's holistic and multidisciplinary nature, making it valuable for a mujltitude of majors, including science and humanities based programs. It is therefore a consitently popular choice, especially the physical and cultural courses, for required credits across many ADT degrees, and more students are becoming interested in majoring in anthropology.

What are the challenges for your program? (If there are regulations or requirements for your program that require additional support, please note those here)
The first major challenge is securing an appropriate and fully functioning lab space. We were luckily able to secure a room in the new LAC building that has serious potential. However, this space needs

additional cabinets and specialized display cases at a minimum. It should also be separated out from the geography lab, which needs its own space and has its own specific requirements to be a fully functioning lab.

The second major challenge is that anthropology is a small and often misunderstood discipline. It is assumed by many to be a major that will funnel one into a very narrow field with low pay options. Nothing could be further from the truth. Indeed, an education in anthropology provides a competitive edge in a wide-range of carreers such as marketing, medicine, government, and more.

Describe any trends and contributing factors related to enrollment, retention, and success for this past cycle.

Anthropology is becoming inscreasingly popular due to it's holistic, multidisciplinary, and cross-cultural paradigm. The more globalized and interconnected the world becomes, the more important anthropological knowledge and insight becomes, resulting in an increasingly valuable and more widely applicable degree in anthropology. This trend can be seen in the increase in anthropology's overall course success rate, which went from 67.8% in 2017 (lower than the college average of 72.3%) to 76.6% in 2022 (higher than the college average of 74.5%).

How does your department/program support the goals of diversity, equity, inclusion, and accessibility? (Answers could include but not limited to gaps in success data, modality of course offerings, part/length of term (full-term, non full-term, etc.)

Anthropology actively supports all inclusion, equity, and diversity efforts, from encouraging training of faculty in associated workshops to diversifying course options to esure maxium accessibility. For example, we now offer the physical anthropology lab as an online asynchronous course after being notified by the counseling office that it was a greatly needed option for many students who were unable to attend the traditional lab for a multitude of reasons. Indeed, "the purpose of anthropology is to make the world safe for human differences," is a defining quote of the discipline by influential Cultural Anthropologist Ruth Benedict.

How does your department/program collaborate with other areas on campus to advance student success?

Anthropology is involved with various collaborative projects, such as the Science Showtime event hosted by the Math & Sciences Division and Goldchella. Additionally, we coordinate with other faculty in our department to ensure adequate representation in campus-wide committees, attend relevant meetings, and communicate with various faculty and staff to brainstorm ideas and look for potential solutions as they arise.

How does your department/program utilize technology to support student success?

Anthropology uses Canvas, Zoom, digital library resources, and more to deliver information to our students in a variety of ways, including the traditional classroom lecture with the aid of both physical and digital presentation methods. Additionally, we encourage our students to explore various digital

study tools associated with their textbooks, as well as the technological options available to them on campus (e.g., the Chromebook Loan Program).

Do any of the courses in your program have a CTE TOP code?
No

AWARDS

What type of awards does your program offer?

☐ Certificates

☐ Associate Degree

☒ Associate Dress for Transfer

Please provide the information for the number of awards for Associate Degrees (CCI-approved), Associate Degrees for Transfer (State-approved), and Certificates of Achievement for this program. Please put N/A if an area is not applicable for your program.

	3 years ago	2 years ago	1 year ago
Certificates	N/A	N/A	N/A
Associate Degrees	N/A	N/A	N/A
Associate Degrees for Transfer	4	7	5

Please comment on the trends for the number of awards. You may then comment on any other relevant information provided by the Office of Research and Planning, and Institutional Effectiveness (ORPIE).
Anthropology is a small discipline country-wide, so 5-7 degrees is a significant increase from the previous multi-year avergae of 4. That being said, there was a significant bump in 2018-2019 to 8 ADTs, which I suspect is due to the meeting I had with counselors explaining the true job market value of anthropology. I have been invited to meet with them again this semester and plan on doing so.

FTES and FTEF

For the below questions, please provide your FTES (full-time-equivalent students, resident) divided by your FTEF (full-time-equivalent faculty). Please submit your rates from three years ago, two years ago, and this past year.

Please note: *For programs with earned credit please use FTES (Res)/FTEF. For non-credit, please use FTES (Total)/FTEF.*

	3 years ago	**2 years ago**	**1 year ago** (this past year)
FTES/FTEF Ratio:	42	37	38

Outside of hiring new faculty or staff, please discuss the data trends above, and your plans for serving more students.
This ratio has a direct inverted relationship to student retention. For example, in 2019-2020, our ratio was 42 (significantly higher than the college-wide average of 30) and our retention was 83.4 (lower than the college-wide average of 84.7%). Accordingly, Anthropology worked to optimize class sizes and section offerings as appropriate to subject, student demand, and LHE allotments. This resulted in a much more appropriate schedule with about 2/3rds being regular size courses and 1/3 being reduced-sized LCF courses (from 115 seats to 75, which is a much more manegable seat count). As a result, our ratio dropped to 38 (still much higher than the college-wide average of 28) and our retention grew to 89.9% (higher than the college-wide average of 89.1%). Anthropology will continue working on optimizing the schedule towards maximum retention at minimum cost.

CURRICULUM

After a thorough review of your courses in CurricUnet, with the assistance of your CCI representative, answer the following questions.
If you do not currently have a representative on CCI, you may contact either:
Gary Kirby: gkirbyjr@gwc.cccd.edu
Monica Jovanovich: mjovanovich@gwc.cccd.edu

Do you have any courses that have not been updated to CCI, within the required timeframe (6 or more years for a transfer-level course, 3 years or more for a CTE course)?
☒ Yes
☐ No

Are there courses in your Program (Degree/Certificate) that have not been successfully offered since the last Program Review? Please note, classes that were cancelled, they were not successfully offered)
☒ Yes
☐ No

Do you have active courses that are not part of a degree or certificate?
☐ Yes
☒ No

Please indicate the name of the course(s) and the name(s) of the certificate(s) or degree(s) you intend to connect it to when you submit your revision to CCI.

There has been much confusion over how to get the Native People's of North America course approved for the new diversity requirement (Area F). Indeed, a revised version of the curriculum for this course has been submitted to CCI at least three times, if not more, but the fluctuating interpretation of the diversity requirement has meant that each subsequent revision required yet another significant rewrite. Accordingly, the course has not run as it is new to students, and we cannot justify keeping it on the schedule with low enrollment (which occurs for all new courses for the first few cycles) until this diveristy requirememnt is met. We are currently working on a complete overhual of the course curriculum.

STUDENT LEARNING OUTCOMES

Do any of your SLOs use the exact wording as the course objectives?
(SLOs should be written to reflect the course objectives while not using the exact same language as the course objectives).

☐ Yes
☒ No

How has your department/program utilized SLO (Student Learning Outcome) results to make changes or improvements to your Program?

We utilize SLOs by looking for patterns and/or anomolies in SLO success rates to help identify which courses and/or topics need additional brainstorming to find new methods for improvememnt.

GOALS AND REQUESTS FOR FUNDING

Requests – If you are requesting any of the following, they MUST be addressed within your Department goals. These forms must be submitted separately from the Program Review.

- Faculty
- Facilities, Equipment, Technology & Other
- Classified Personnel

GWC Strategic Plan Goals Legend
1. **Enrollment:** GWC will increase credit and noncredit enrollment while providing efficient academic programs and student services.
2. **Equity and Success:** GWC will support, enhance, and develop equity-minded services and academic programs that lead to student success.
3. **Completion:** GWC will ensure students' timely completion of degrees and certificates by providing high quality academic programs and student services.

4. **Workforce Preparation:** GWC will support student success by developing and offering academic programs and student services that maximize career opportunities.

5. **Facilities:** GWC will provide flexible, accessible, and sustainable learning environments that support the success of students, faculty, staff, and communities.

6. **Professional Development:** GWC will support the success of all employees by providing professional development opportunities that focus on the achievement of the College Goals.

7. **Communication:** GWC will effectively communicate and collaborate within the College and its communities.

GOALS FROM PREVIOUS PROGRAM REVIEW CYCLE

Please refer to your previous Program Review cycle and summarize all outcomes for each goal.

Summary and Outcomes of Previous Goals (from the last Program Review) including resource requests and if they were funded or not.
Last cycle's goals were to 1) provide a clean and safe learning environment, 2) incorporate research opportunities for students, and 3) grow the program. Goals one and three have been met, and we are still working on goal two.

GOALS FOR CURRENT PROGRAM REVIEW CYCLE

Current goals should be connected to GWC's Strategic Plan Goals.

GOAL 1 (Required)

Description of goal:
Obtain Area F approval for Native Peoples of North America.

What actions will be taken to accomplish the goal?
Rewrite to COR from scratch.

What metric will you use to measure your goal?
Approval from CCI and the articulation officers.

Which of the College's missions and goals does this goal support? (check all that apply)

☒ Enrollment

☒ Equity and Success

☐ Completion

☐ Workforce Preparation

☐ Facilities

☐ Professional Development

☐ Communication

GOAL 2 (Required)

Description of goal:
Turn the newly designated lab space into a functioning anthropology lab.

What actions will be taken to accomplish the goal?
Some new cabinets are going to be installed soon, but funding needs to be secured for additional display cases and cabinets, and the lab needs to be properly unpacked and decorated once these items are in place.

What metric will you use to measure your goal?
The completion of a laboratory space designated for anthropology that is a fully functioning, welcoming, and inspiring space for both faculty and students.

Which of the College's missions and goals does this goal support? (check all that apply)

☐ Enrollment

☒ Equity and Success

☐ Completion

☐ Workforce Preparation

☒ Facilities

☐ Professional Development

☐ Communication

GOAL 3 (Required)

Description of goal:
Develop opportunities for research for students.

What actions will be taken to accomplish the goal?
Write a COR for a 1-unit independent study course.

What metric will you use to measure your goal?
Get that COR approved by CCI.

Which of the College's missions and goals does this goal support? (check all that apply)

☒ Enrollment

Program Review Request

Instruction

☒ Equity and Success
☐ Completion
☐ Workforce Preparation
☐ Facilities
☐ Professional Development
☐ Communication

OTHER INFORMATION

What additional information would you like to share about your program?
Anthropology is steadily improving over time, and we plan on continuing this trend of growth and opimization to make it the best department possible for our student population.

Submitter's Signature: *Leah Walden–Hurtgen*	Date: 10/6/2023

Supervisor's Review
As the supervisor of this program, I have reviewed this request. ☐ No concerns ☐ I have concerns
Comments: Click or tap here to enter text.

Supervisor's Signature: Click or tap here to enter text.	Date: Click or tap to enter a date.

Vice President's Signature: Click or tap here to enter text.	Date: Click or tap to enter a date.