

Instructional School Program Review Workspace

Mathematics, Biological, Exercise & Physical Sciences

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General Information (Instructional School Program Review Workspace)

Standing Requirements

SCHOOL MISSION STATEMENT

The School of Mathematics, Chemical, Biological, Exercise and Physical Science (MCBEPS) provides a learning-centered educational environment to prepare students for transfer to a 4-year institution of higher learning or a career in the STEM field.

2020-2021 Program Review

SCHOOL GOALS

Mathematics, Biological, Exercise & Physical Sciences Goal Set

GOAL 1

Successful completion of student personal ed-plan thereby increasing-• student's rate of transfer to 4-year institutions. • student's completion of Associate Degree. • student's completion of certification achievement/performance for career goal.

Mapping

Miramar Strategic Plan: Strategy I.1, Strategy I.2, Strategy I.3, Strategy II.1, Strategy II.3, Strategy III.1, Strategy III.2, Strategy IV.1

GOAL 2

Acquire full-time faculty and staff to support program offered in school

Mapping

Miramar Strategic Plan: Strategy I.2, Strategy II.1, Strategy II.3, Strategy III.2

Goal 3

Refine the program review process for each department that -•include meaningful work• review of SLO results and connect to program reievw• Identifies the lead instructor(s)/coordinator for each course. • shows updated indicator of when results are updated in Watermark/TaskStream from the department. • summarizes the instructional planning and resource allocation. • list necessary resource needed for each program/course/lab.

Mapping

Miramar Strategic Plan: Strategy I.2, Strategy I.3, Strategy II.2, Strategy II.3, Strategy II.4, Strategy III.2, Strategy IV.2

GOAL 4

Modify and improve classroom instruction to enhance student-centered learning by creating more student center activities or more hands-on experience while fostering team work, inclusiveness and sustainability awareness.

Mapping

Miramar Strategic Plan: Strategy III.1, Strategy III.2, Strategy IV.1, Strategy IV.2

Goal 5

Improve and sustain outreach activities and industry partnerships.

Mapping

Miramar Strategic Plan: Strategy IV.1, Strategy IV.2

Goal 6 Resource Allocation

Secure BRDS funding to support classroom and MBEPS office needs

Mapping

Mathematics, Biological, Exercise & Physical Sciences Goal Set: Goal 6 Resource Allocation

ACTION PLAN

Actions

Mathematics, Biological, Exercise & Physical Sciences Goal Set

Outcome

Outcome: GOAL 1

Successful completion of student personal ed-plan thereby increasing-

- student's rate of transfer to 4-year institutions.
- student's completion of Associate Degree.
- student's completion of certification achievement/performance for career goal.

Action: Action 1

Action/Activity details:

- Continue to Work with counselors to prepare templates for discipline specific ed-plan that shows sequence of courses needed for student to achieve educational goals.
- Develop an assessment test to properly place student in correct level course in accordance to student's ed-plan.
- Designate LCOM for certain courses so students have a plan of completing courses work to achieve educational goal.
- Provide course sequence in department website and course catalog so students can plan what courses to take and time offered to complete their ADT.
- Improve X courses offerings to prepare students for upper level core courses.
- Provide tutor/mentor service and/or supplement instructor for those courses with high failure or poor retention rate
- Provide professional development activities and conference opportunities for instructors.
- Hire qualified instructors and ILTs and clerical staff to support departments and programs necessary for students to achieve educational goal.

Implementation Plan (timeline):

Responsible Program and Faculty/Staff:

Chairs and Dean Discipline faculty

Budget approval required? (describe):

Requires support from district and college to hire faculty and staff personnel and tutors

Budget request amount:

\$0.00

Priority:

High

Outcome: GOAL 2

Acquire full-time faculty and staff to support program offered in school

Action: Action 2

Action/Activity details:

- Provide mentors, tutors, help-room aide, and/or supplement instructors for courses with low success rate.
- Provide tools such as desk-top computers , lap-top computers, tablet (with media support) and other technology for instructor to deliver quality courses.
- Provide and support routine professional development opportunities for each instructor to stay abreast of successful best practices.
- Establish continuous funds to provide services contract and maintenance services to maintain instruments, equipment and other technology used in departments.

Implementation Plan (timeline):

- Identify courses that are in need of tutors and supplement instructor.
- Hire qualified instructors and staff to support program necessary for student to complete ed-plan.
- Have department identify in their program review necessary technology to provide quality education as well as improve course delivery to each of their class.
- Identify funds to support professional development and then establish a seminar series so faculty can give a seminar to department or school to disseminate knowledge they have learn at each conference they attended.

Responsible Program and Faculty/Staff: Discipline faculty, Chairs and Dean

Budget approval required? (describe): Identify resources needed to help improve quality of each course and program via program review resource allocation. Secure support from district and college to hire faculty and support staff.

Budget request amount: \$50,000.00

Priority: High

Outcome: Goal 3

Refine the program review process for each department that -

- include meaningful work
- review of SLO results and connect to program reievew
- Identifies the lead instructor(s)/coordinator for each course.
- shows updated indicator of when results are updated in Watermark/TaskStream from the department.
- summarizes the instructional planning and resource allocation.
- list necessary resource needed for each program/course/lab.

Action: Action 3

Action/Activity details: Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources,

	curriculum revisions, and improved student success and completion.
Implementation Plan (timeline):	Annual program review and course SLO assessment.
Responsible Program and Faculty/Staff:	All contract faculty and Chairs will conduct SLO assessment and conduct meaningful program review.
Budget approval required? (describe):	None
Budget request amount:	\$0.00
Priority:	Medium

Outcome: GOAL 4

Modify and improve classroom instruction to enhance student-centered learning by creating more student center activities or more hands-on experience while fostering team work, inclusiveness and sustainability awareness.

Action: Action 4	
Action/Activity details:	-Hire more diverse faculty / Staff -Recruit and retain diverse cohorts of students -Increase the military students and provide special service to our veterans -Work with Counselors and Student Services to use proven strategies to recruit and retain students from historically marginalized groups.
Implementation Plan (timeline):	Continuous -Work with student services to have faculty identify historically marginalized group and best practices to support student success.
Responsible Program and Faculty/Staff:	All faculty, staff, chairs and Dean
Budget approval required? (describe):	
Budget request amount:	\$0.00
Priority:	High

Outcome: Goal 5

Improve and sustain outreach activities and industry partnerships.

Action: Action 1	
Action/Activity details:	Support and advertise STEM workshops, talks hosted by faculty, student and community
Implementation Plan (timeline):	continuous
Responsible Program and	all

Faculty/Staff:

Budget approval required?

(describe):

Budget request amount: \$0.00

Priority: High

Outcome: Resource Allocation

Action: Action 1

Action/Activity details: Replace aging MBEPS Dean office copier

Implementation Plan (timeline): ASAP

Responsible Program and Faculty/Staff: Dean

Budget approval required? (describe): We would require funding to purchase a new copier.

Budget request amount: \$50,000.00

Priority: High

STATUS REPORT

Action Statuses

Mathematics, Biological, Exercise & Physical Sciences Goal Set

Outcome

Outcome: GOAL 1

Successful completion of student personal ed-plan thereby increasing-

- student's rate of transfer to 4-year institutions.
- student's completion of Associate Degree.
- student's completion of certification achievement/performance for career goal.

Action: Action 1

Action/Activity details:

- Continue to Work with counselors to prepare templates for discipline specific ed-plan that shows sequence of courses needed for student to achieve educational goals.
- Develop an assessment test to properly place student in correct level course in accordance to student's ed-plan.
- Designate LCOM for certain courses so students have a plan of completing courses work to achieve educational goal.

- Provide course sequence in department website and course catalog so students can plan what courses to take and time offered to complete their ADT.
- Improve X courses offerings to prepare students for upper level core courses.
- Provide tutor/mentor service and/or supplement instructor for those courses with high failure or poor retention rate
- Provide professional development activities and conference opportunities for instructors.
- Hire qualified instructors and ILTs and clerical staff to support departments and programs necessary for students to achieve educational goal.

**Implementation Plan
 (timeline):**

Responsible Program and Faculty/Staff: Chairs and Dean Discipline faculty

Budget approval required? (describe): Requires support from district and college to hire faculty and staff personnel and tutors

Budget request amount: \$0.00

Priority: High

Status for Action 1

Current Status: In Progress

Budget Status:

- Additional information:**
- (Ongoing) Continue to Work with counselors to prepare templates for discipline specific ed-plan that shows sequence of courses needed for student to achieve educational goals.
 - (Completed) Develop an assessment test to properly place student in correct level course in accordance to student's ed-plan.
 - (Ongoing) Designate LCOM for certain courses so students have a plan of completing courses work to achieve educational goal.
 - (Ongoing) Provide course sequence in department website and course catalog so students can plan what courses to take and time offered to complete their ADT.
 - (On going) Improve X courses offerings to prepare students for upper level core courses.
 - (On going) Provide tutor/mentor service and/or supplement instructor for those courses with high failure or poor retention rate
 - (On going) Provide professional development activities and conference opportunities for instructors.
 - (On going) Hire qualified instructors and ILTs and clerical staff to support departments and programs necessary for students to achieve educational goal.

Outcome: GOAL 2

Acquire full-time faculty and staff to support program offered in school

Action: Action 2

Action/Activity details:	<ul style="list-style-type: none">• Provide mentors, tutors, help-room aide, and/or supplement instructors for courses with low success rate.• Provide tools such as desk-top computers , lap-top computers, tablet (with media support) and other technology for instructor to deliver quality courses.• Provide and support routine professional development opportunities for each instructor to stay abreast of successful best practices.• Establish continuous funds to provide services contract and maintenance services to maintain instruments, equipment and other technology used in departments.
Implementation Plan (timeline):	<ul style="list-style-type: none">- Identify courses that are in need of tutors and supplement instructor.- Hire qualified instructors and staff to support program necessary for student to complete ed-plan.- Have department identify in their program review necessary technology to provide quality education as well as improve course delivery to each of their class.- Identify funds to support professional development and then establish a seminar series so faculty can give a seminar to department or school to disseminate knowledge they have learn at each conference they attended.
Responsible Program and Faculty/Staff:	Discipline faculty, Chairs and Dean
Budget approval required? (describe):	Identify resources needed to help improve quality of each course and program via program review resource allocation. Secure support from district and college to hire faculty and support staff.
Budget request amount:	\$50,000.00
Priority:	High

Status for Action 2

Current Status:	In Progress
Budget Status:	
Additional information:	<ul style="list-style-type: none">• (On going) Provide mentors, tutors, help-room aide, and/or supplement instructors for courses with low success rate.• (On going) Provide tools such as desk-top computers , lap-top computers, tablet (with media support) and other technology for instructor to deliver quality courses.• (On going) Provide and support routine professional development opportunities for each instructor to stay abreast of successful best practices.• (On going) Establish continuous funds to provide services contract and maintenance services to maintain instruments, equipment and other technology used in departments.

Outcome: Goal 3

Refine the program review process for each department that -

- include meaningful work
- review of SLO results and connect to program reivew
- Identifies the lead instructor(s)/coordinator for each course.
- shows updated indicator of when results are updated in Watermark/TaskStream from the department.
- summarizes the instructional planning and resource allocation.
- list necessary resource needed for each program/course/lab.

Action: Action 3

Action/Activity details:	Utilize Taskstream software to input Program Reviews and Outcomes assessment data across all school programs. Use Outcomes data to assess, analyze, and develop action plans in Program Reviews to drive requests for resources, curriculum revisions, and improved student success and completion.
Implementation Plan (timeline):	Annual program review and course SLO assessment.
Responsible Program and Faculty/Staff:	All contract faculty and Chairs will conduct SLO assessment and conduct meaningful program review.
Budget approval required? (describe):	None
Budget request amount:	\$0.00
Priority:	Medium

Status for Action 3

Current Status:	In Progress
Budget Status:	
Additional information:	<ul style="list-style-type: none"> • (Ongoing, hoping for new platform) include meaningful work • (can't do this as the dean) review of SLO results and connect to program reivew • (Completed) Identifies the lead instructor(s)/coordinator for each course. • shows updated indicator of when results are updated in Watermark/TaskStream from the department. • (Aren't able to do this with TS) summarizes the instructional planning and resource allocation. • (from EXCEL with BRDS) list necessary resource needed for each program/course/lab.

Outcome: GOAL 4

Modify and improve classroom instruction to enhance student-centered learning by creating more student center activities or more hands-on experience while fostering team work, inclusiveness and sustainability awareness.

Action: Action 4	
Action/Activity details:	-Hire more diverse faculty / Staff -Recruit and retain diverse cohorts of students -Increase the military students and provide special service to our veterans -Work with Counselors and Student Services to use proven strategies to recruit and retain students from historically marginalized groups.
Implementation Plan (timeline):	Continuous -Work with student services to have faculty identify historically marginalized group and best practices to support student success.
Responsible Program and Faculty/Staff:	All faculty, staff, chairs and Dean
Budget approval required? (describe):	
Budget request amount:	\$0.00
Priority:	High

Status for Action 4

Current Status:	In Progress
Budget Status:	
Additional information:	-Hired MLTT Faculty which starts Fall 2021. All other position are frozen - (On going)Recruit and retain diverse cohorts of students -(On going)Increase the military students and provide special service to our veterans -(On going) Work with Counselors and Student Services to use proven strategies to recruit and retain students from historically marginalized groups.

Outcome: Goal 5

Improve and sustain outreach activities and industry partnerships.

Action: Action 1	
Action/Activity details:	Support and advertise STEM workshops, talks hosted by faculty, student and community
Implementation Plan (timeline):	continuous
Responsible Program and Faculty/Staff:	all
Budget approval required? (describe):	
Budget request amount:	\$0.00
Priority:	High

Status for Action 1

Current Status: In Progress

Budget Status:

Additional information: On going, Britney received her grant funding for the LGBTQI seminar series, STEM IAST group formed. Continue collaboration for Biotech and MLTT group with industry.

Outcome: Resource Allocation

Action: Action 1

Action/Activity details: Replace aging MBEPS Dean office copier

Implementation Plan (timeline): ASAP

Responsible Program and Faculty/Staff: Dean

Budget approval required? (describe): We would require funding to purchase a new copier.

Budget request amount: \$50,000.00

Priority: High

Status for Action 1

Current Status: Completed

Budget Status:

Additional information: Equipment was replaced.