

IMPERIAL VALLEY COLLEGE
PROGRAM REVIEW COMPLIANCE FORM AND REQUEST FOR RESOURCES

PROGRAM/DEPARTMENT Distance Education

ACADEMIC YR. 2011-2012

- Comprehensive Program Review Annual Assessment Request for Resources (check all that apply)

Please analyze your Program Review data as well as your SLO/SAO assessment findings in order to update to your Comprehensive Program Review report as needed. All changes to area needs and subsequent requests for additional resources must be reported at this time.

If your program is scheduled for a Comprehensive Program Review all forms are to be completed and submitted to the appropriate Dean/VP. If you are completing the annual Program Review Assessment only and have no changes to area needs, sign below and submit this form to appropriate Dean/VP. If your needs have changed as a result of your annual assessment of program review data, please complete the appropriate Request for Resources form(s) and submit to appropriate Dean/VP.

	<u>16 Feb 2012</u>	<u>Taylor B. Ruhl</u>	<u>2.16.12</u>
Signature of Program Chair/Director	Date	Signature of Area Dean	Date
	<u>2.21.12</u>		
Signature of Area Vice President	Date		

Please attach the following documents to this Program Review Compliance form if you are requesting additional resources:

- ✓ Comprehensive Program Review
- ✓ Data Analysis Form
- ✓ SLO/SAO Assessments
- ✓ Request for Resources Forms



Imperial Valley College

Program Review

Org: 504, Description: Distance Education						
Acct Description	Fund Description	Actual (11-12)	Budgeted (11-12)	Requesting	Justification	Prio
4401 Non-Instructional Supply / Ma	11001 Unrestricted - General	\$473.30	\$1,000.00	\$950.00	Needed supplies and technical equipment.	5
4455 Copying/Printing	11001 Unrestricted - General	\$0.00	\$695.00	\$660.00	Essential printing funds.	5
4460 Office Supplies	11001 Unrestricted - General	\$221.93	\$621.00	\$590.00	Essential day-to-day office supplies.	5
5110 Consulting Services	11001 Unrestricted - General	\$0.00	\$1,000.00	\$950.00	Staff development and training.	5
5220 Travel - Staff Conferences	11001 Unrestricted - General	\$1,751.34	\$1,780.00	\$1,650.00	Travel to annual Etudes conference.	5
5620 Other Maintenance Agreemen	11001 Unrestricted - General	\$0.00	\$76,055.00	\$76,055.00	Subscription fees and maintenance agreement	10
Totals:		\$2,446.57	\$81,151.00	\$80,855.00		

Actual Grand Total:	\$2,446.57
Budgeted Grand Total:	\$81,151.00
Requesting Grand Total:	\$80,855.00



Imperial Valley College

Program Review

Professional Development Resource Requests

PROFESSIONAL DEVELOPMENT NEEDS for ORG 504 - Distance Education AND PROGRAM 6021 - Faculty and Curriculum Development:										
#	Goal	Goal Description	Item Name	Cost	Qty.	Prio.	New	Rev.	Grouping	Total
1	1	Student Success - Enable Students to attain	Student Development	\$2,500	1	5	Yes	No		\$2,500
2	2	Excellence in Education - Provide a college	Staff conferences	\$6,000	1	5	Yes	No		\$6,000
3	3	Develop Resources and Increase College Ef	Staff conferences	\$6,000	1	5	Yes	No		\$6,000
Totals:										\$14,500

Long Justifications:

- 1 Working with Student Services and the Institutional Researcher, the DE Program needs to survey student activity and attitudes. This effort will address the issue of retention and success rates in DE courses. And a cohort of students could be part of a longitudinal study, to more clearly understand the challenges students face, online, allowing faculty to make requisite adjustments and modifications to curriculum.
- 2 Funds are needed to facilitate a campus-wide collaborative effort among all Instructional Divisions, coordinated by the DE Coordinator. This collaborative effort would foster purposeful activity in to fundamental Instructional areas: 1) planning and development of new online courses and programs; and, 2) evaluation of existing online courses, taught by both full-time and part-time faculty.
- 3 Funding to facilitate ongoing staff development efforts, providing continual follow-up for Distance Education instructors. These funds would provide stipends and extra-duty contracts for attending faculty and for faculty providing training. Also, off-campus experts in Distance Education could be invited to provide workshops, and these funds could provide for travel, lodging, and other expenses.

Grand Total: \$14,500