Program Review: Division of Social and Behavioral Sciences November 2011

The mission of the Division of Social and Behavioral Sciences at Antelope Valley College is to provide our students with excellent instruction via highly qualified instructors who utilize innovative programs, maintain high educational standards, and are committed to serving our diverse community of learners. We value lifelong learning skills required for employment, basic skills, and transfer education. Courses in the Social and Behavioral Sciences are those which focus on people as members of society. The purpose of the program is to develop an awareness of the methodology of the Social Sciences and to stimulate critical thinking about the ways people act and have acted in response to their societies. These courses are intended to promote appreciation of how societies and subgroups operate.

Anthropology

3.5   Are all Course Outlines of Record (CORs) current?
Yes all course outlines of record (CORs) are current.

3.6 How does the program ensure that all faculty utilize CORs when designing course syllabi?
All faculty (full-time and part-time) are required to submit syllabi to the Division office. All faculty are required to show that the CORs are being followed through the evaluation process. At the beginning of each academic semester, the Division dean reminds all full-time, probationary, and adjunct faculty to acquire the Course Outline of Record and to adhere to it in preparation of their course's syllabi.

Full-time and adjunct faculty members submit their course syllabi for review prior to the start of classes each semester. These are reviewed by a senior faculty member using criteria established by the Academic Senate and the Dean of the Social & Behavioral Sciences Division. Any significant deficiencies are brought to the attention of the faculty member. Ultimately, deficiencies are addressed during the routine performance reviews of individual instructors. Information pertaining to the content, form, and appropriateness of course syllabi is made available through regular division meetings and occasionally through formal professional development presentations. The Social & Behavioral Sciences Division reviews all course syllabi for the current Course Outline of Record and the Student Learning Outcomes.

Area 9   Goals and Objectives
List the goals and objectives the program has for the next four years.
Goal: A specific action.
Objectives: Significant steps or actions needed to achieve the goal
Time Frame: Period of time the goal and objectives will be addresses
Justification: How does the goal support the mission of the college? How does the goal meet the needs of the community?

The following goals in Anthropology include but are not limited to:

Goal 1: A full time faculty position in Anthropology.
Objective: To offer our students a specific educational contact, increase and manage the course offerings, including expansion of distance education courses.
Time frame: The goal and objectives will be addressed from 2011 through 2015.

Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a full time faculty to the Anthropology Department so as to better prepare and allow students who intend to major in Anthropology or transfer to a four-year the opportunity to do so.

Goal 2: Develop an Associate of Arts transferable degree (AA-T) in Anthropology.
Objectives: Develop the AA-T; submit it to AP&P for review; once approved, have it added to the college catalog and implement the program.
Time Frame: As soon as the TMC has been approved at the state-level. This is anticipated to be completed in Spring 2012. We anticipate submitting the AA-T in Fall 2012 for approval.
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding an AA-T degree with guaranteed transfer to a CSU institution.

Goal 3: Develop new courses to enhance transferable curricula.
Objectives: Create a new Physical Anthropology Lab class (ANTH 101L) and a new Archaeology Lab class (ANTH 140L). Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: The COR will be submitted this academic year 2011-2012. Have the course on the spring 2013 Schedule.
Justification: Courses such as these will improve the competitiveness of Anthropology and Liberal Arts & Sciences majors as potential transfers to four-year colleges and universities. In addition, these new courses will support the Anthropology AA-T requirements to our Department.

Goal 4: Acquire additional lab materials for hands-on learning opportunities for lab students in physical anthropology and archaeology.
Objectives: Obtain funding to purchase lab materials for the new Anthropology Laboratory and associated lab classes.
Time Frame: The goal and objectives will be addressed from 2011 through 2015.
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" and the Anthropology department goal that students use the scientific method to understand the process of science and other anthropological research strategies and apply these to laboratory techniques. It further improves the competitiveness of Anthropology and Liberal Arts & Sciences majors as potential transfers to four-year colleges and universities.

Goal 5: Obtain appropriate curation supplies, equipment, and storage facilities for the archaeology collection.
Objectives: Obtain funding to purchase equipment and supplies to maintain the archaeology collections as per Federal Curation Standards, as outlined in 36CFR79 of the Federal Register (1990) and the Accreditation Standards of the American Association of Museums (AAM) for archaeological curation and collections management. In addition, a new container needs to be obtained to prevent further environmental degradation to the collection.
Time Frame: The goal and objectives will be addressed from 2011 through 2015.
Justification: Faculty and students need to have access to these collections for use in lecture and laboratory analysis. Furthermore, it promotes students use of collections management, laboratory techniques and original research projects. Currently the collection is not stabilized and is located on the Westside of campus prohibiting ready access to the collection.

Goal 6: Develop distance learning options for anthropology courses.

Objectives: Create an Intro to Physical Anthropology (ANTH 101) and an Intro to Cultural Anthropology (ANTH 102) online and hybrid courses. Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have these courses submitted Fall 2012 to be made available for scheduling in Fall 2013.
Justification: This goal supports AVC's mission to address student diversity and support student achievement by providing a variety of methods of instruction and facilitating the education of students who might otherwise be unable to complete our courses.

Goal 7: Obtain and maintain a subscription to the Human Relations Area Files eHRAF World Cultures Ethnographic Database
Objectives: Coordinate with several other California Community College Departments of Anthropology to obtain access to a more economical multi-user subscription to the Human Relations Area Files Ethnographic Database.
Time Frame: This should be obtained by the Fall of 2012.
Justification: The eHRAF World Cultures Ethnographic Database offers on-line access to complete and reliable descriptive databases covering many hundreds of human cultures around the world, and to thousands of periodical and other publications within the field of cultural anthropology. This would meet a current critical need in providing direct student access to categorically organized information on different cultures, for classroom instruction, homework, and writing assignments. This would permit avoidance of copyright restrictions that currently make dissemination of such information to classes difficult. Students would be able to research different cultures on their own, and carry out cultural comparisons.

Goal 8: Stimulate student interest in the issue of human origins and prehistory and promote cross-cultural understanding.
Objectives: Assist/advise students to organize an Anthropology Club in association with Student Services.
Time Frame: The goal and objectives will be addressed from 2011 through 2015.
Justification: This goal supports AVC's mission to promote and develop "teamwork through respect, tolerance, cultural awareness, and an understanding of the role of diversity in modern society".

Area 10   Long Term Resource Planning (Updated annually)
If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify program requests and make them easy for the Strategic Planning and Budget Council to review quickly. If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

Please refer to the goals outlined above in area 9.

10.1 List faculty and staff requirements to meet program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subject, growth in student population). Mark the position as new or replacement.   Place titles on list in order (rank) of importance.

1) Faculty Requirements: Hire one new full-time faculty member

As the department and the college experience increases in enrollment and increased demand for transferable curricula, the Anthropology Department needs to expand by minimally adding another full-time faculty member, bringing our department total to two. With a second full-time instructor, the program could offer a more effective mix of day, evening, weekend, and distant education courses across the Anthropology curriculum to better meet the needs of students. In addition we could offer courses at the Palmdale campus. We currently have no online courses being offered and with the opening of the new Anthropology Lab and two new Laboratory courses (ANTH 101L and ANTH 140L) we will unable to schedule a sufficient number of laboratory sections to meet demand. In contrast to other programs and departments that have lost adjunct faculty and course sections, the Anthropology program has added one section of ANTH 101 for the past three semesters. In this regard our sole adjunct faculty member has reached his maximum in his ability to teach more courses.

2) Faculty Requirements: Hire additional adjunct faculty

The department should also hire additional adjunct faculty. The justification for these hires is the same as for the new full-time faculty member position described above.

3) Faculty Requirements: A part-time instructional assistant for the new Anthropology Laboratory.

This position would be specifically focused toward maintaining the program's library resources, curation of the archaeology and physical collections and tutoring Anthropology students. Assist in training students in the use of instructional collections, equipment, lab related materials via appropriate Anthropology learning methods and procedures.

The justification for this hire is related to the opening of the new Anthropology Lab and two new Laboratory courses (ANTH 101L and ANTH 140L). Currently, we will unable to schedule a sufficient number of laboratory sections to meet demand. The Supplemental Instructor positions for Anthropology courses at the Learning Center have been eliminated and students have no tutoring available. This position would provide a permanent in-house tutor with an Anthropology background and education. Furthermore, with the new facility their will need to be someone to maintain the collections.

10.2   List facilities (remodels, renovations or new), equipment and technology needed to provide a safe and appropriate environment for student learning in next four years. Place items on list in order (rank) of importance.

The new Anthropology Laboratory classroom and storage facility will have the standard Smart classroom equipment and technology (e.g., overhead projectors, Laptops, DVD, WiFi access, etc.). The program has requested a number of new equipment to facilitate teaching of the Anthropology courses. These include a number of cast skeletons for comparative collections including, but not limited to *Homo sapiens*, *Homo neanderthalensis*, chimpanzee, *Homo hiedelbergensis*, and *Homo floresiensis* skeletons. We have also requested new stereomicroscopes, digital calipers, digital scales and magnifying table lights.

10.3 Identify funding needed to support student learning.

Funding is needed for the following items:

1) A new full-time faculty member, new adjunct faculty and a part-time instructional assistant for the new Anthropology Laboratory should be employed.
2) Upgrade and expand the existing physical anthropology skeletal collections (Goal 4).
3) Upgrade and expand the existing archaeology laboratory equipment (Goal 4).
4) Obtain appropriate curation supplies, equipment, and storage facilities for the archaeology collection (Goal 5).
5) Obtain and maintain a subscription to the Human Relations Area Files eHRAF World Cultures Ethnographic Database (Goal 7).

Education

3.5   Are all Course Outlines of Record (CORs) current?

Yes, all Course Outlines of Record are current in Education.

3.6   How does the program ensure that all faculty utilize CORs when designing course syllabi?

All faculty (part-time adjunct) are required to submit syllabi to the Social and Behavioral Sciences Division office. Additionally, all faculty are required to show that the COR is being followed through the evaluation process.

9. See 2009-2010 self-study.

10. See 2009-2010 self-study.

Economics

3.5   Are all Course Outlines of Record (CORs) current?

Yes, all Course Outlines of Record are current in the Economics Department.

3.6   How does the program ensure that all faculty utilize CORs when designing course syllabi?

All faculty (full-time and part-time adjunct) are required to submit syllabi to the Social and Behavioral Sciences Division office. Additionally, all faculty are required to show that the COR is being followed through the evaluation process. Additionally, the faculty evaluation process addresses this issue.

Area 9   Goals and Objectives

List the goals and objectives the program has for the next four years.

Goal: A specific action.
Objectives: Significant steps or actions needed to achieve the goal.
Time Frame: Period of time the goal and objectives will be addresses.

Justification: How does the goal support the mission of the college?

How does the goal meet the needs of the community?

Goal: Hire two full-time Economics Faculty members
Objectives: Establish the Administrative need for additional faculty based on the mission of the college and so as to be in line with the school's financial priorities.
Time Frame: The goal and objectives will be addressed from 2011 through 2016.
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding additional faculty to the Economics Department so as to better prepare and allow students who intend to major in Economics the opportunity to do so.

The following six goals are contingent on successful completion of the   first goal.

Goal: Create a new Women in Economics Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the fall 2012 Schedule
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a specialty course to our Department.

Goal: Create a new Principles of Microeconomics with Calculus Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the fall 2013 Schedule
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a required freshman course for all UCLA Economics majors to our Department.
Goal: Create a new Principles of Econometrics (Applied Statistics to Economics) Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the fall 2014 Schedule
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a required freshman course for all UCLA Economics majors to our Department.

Goal: Create a new Principles of International Economics Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the fall 2015 Schedule
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a globally oriented course to our Department.

Goal: Create a new Introduction to Environmental Economics Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the fall 2015 Schedule
Justification: This goal supports AVC's mission to provide a "*quality, comprehensive education*" by adding a specialty course to our Department.

Goal: Create a Economics Department Major
Objectives: Complete the necessary paper work to finalize the degree
Time Frame: Fall 2015
Justification: This goal supports AVC mission of being "*committed to student success, offering value and opportunity to all members of our community.*"

Area 10   Long Term Resource Planning
If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify program requests and make them easy for the Strategic Planning and Budget Council to review quickly. If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

The Economics Department needs to address its ability to sufficiently prepare students for transfer into the UC and CSU system as Economics majors. All prerequisite courses for our local higher educational institutions, such as UCLA, must be offered at AVC within the Economics curriculum. Currently, three prerequisite courses, ECON 100, ECON 101 and ECON 102, are being offered. Courses in Microeconomics using Calculus (ECON 11 at UCLA) and Quantitative Methods and Statistics in Economics must be developed to establish a major in Economics suitable for transfer accreditation to the UC system. Courses in Woman's Studies should be developed to meet the requirements of the emerging Interdisciplinary Women's Study Program. An International Economics class needs to be developed to stay current with basic educational trends. To meet these ends, two full-time faculty members with qualifications to teach in these areas will need to be hired over the next four years.

10.1 List faculty and staff requirements to meet program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subject, growth in student population). Mark the position as new or replacement.   Place titles on list in order (rank) of importance.

Faculty Requirements: 2 NEW full-time faculty positions

1)   Current demand for our basic courses, ECON 100, ECON 101 and ECON 102, is not being met. During the fall 2011 semester alone, the sole full-time faculty member on staff received almost 100 emails from students trying to crash closed ECON 100 classes.

2)   There is a need to staff two important Economics classes discussed in Section 9 of this report, which are required of Economics majors transferring to local four year universities, such as UCLA. AVC does not currently offer these classes. The classes cannot be proposed nor developed without the requisite faculty to teach these classes. Both classes require the instructor to possess specialty skills in Mathematics, and our pool of adjunct faculty does not contain

instructors with the necessary skills in both Economics and Mathematics to teach these courses.

3)   Classes in Economics need to be developed and staffed for the new Interdisciplinary Women's Study Program. Classes in International and Environmental Economics need to developed and staffed to stay current with emerging trends.

10.2   List facilities (remodels, renovations or new), equipment and technology needed to provide a safe and appropriate environment for student learning in next four years.
Place items on list in order (rank) of importance.

This is more a want than a need.

The Economics Department would like to have a Laboratory containing market, news and professional analysis feeds on a streaming basis. Equipment would include large monitors and significant computer equipment. Information feeds would require annual subscriptions to professionally provided services.

10.4 Identify funding needed to support student learning.

Funding is needed to employ two new full-time faculty members per Item 10.1.
Funding would be desired to meet the focus of Item 10.2

History

3.5   Are all Course Outlines of Record (CORs) current?

During the 2010-2011 the full-time faculty with the assistance of several part-timers completed the updating of all current history courses. They have now all been brought before AP&P. All History CORs are now up to date.

3.6   How does the program ensure that all faculty utilize CORs when designing course syllabi?

When new adjunct faculty are hired, the dean provides them with the latest version of the Course Outlines of Record. Part of the evaluation process requires that all faculty adhere to the course outlines of record. Reminders are also made at the first division meeting of the year.

Area 9   Goals and Objectives
List the goals and objectives the program has for the next four years.

Goal: A specific action.
Objectives: Significant steps or actions needed to achieve the goal.
Time Frame: Period of time the goal and objectives will be addresses.
Justification: How does the goal support the mission of the college? How does   the goal meet the needs of the community?
The discipline has not yet formulated formal goals but the objectives would touch upon the following issues:

Development of new courses
Update technology
Renovate LS1 and LS2
Increase staffing
Increase number of sections offered, depending upon, of course,
increased staffing.

Area 10   Long Term Resource Planning
If applicable, describe significant long-term resource needs that should be addressed
in the next four years. The Educational Master Plan, student learning outcomes
assessment reports, and data analysis may provide reference information to support
your response. Use lists and tables to clarify your requests and make them easy for
the Strategic Planning and Budget Council to review quickly.   If there may be
negative consequences for enrollment, safety or other important concerns if the
funding is not provided please make this known in context.

10.1 List faculty and staff requirements to meet program needs in the next four
years. Be specific and brief when offering a reason for the position (e.g.
replacement, increased demand for subject, growth in student population). Mark the
position as new or replacement.   Place titles on list in order (rank) of importance.

We may need to replace one or more full-time positions over the next few years,
particularly in U.S. History and World Civilization, conceivably 1-2 full-time positions.

10.2 List facilities (remodels, renovations or new), equipment and technology
needed to provide a safe and appropriate environment for student learning in next
four years.
Place items on list in order (rank) of importance.

Replace, repair, or renovate all smart classroom equipment.
Fix climate control
Put in desks that are ergonomically comfortable and not falling apart.

10.5 Identify funding needed to support student learning.

Doug Jensen said that $90,000.00 was being allocated for this when
they discussed renovations at the back-to-school day.

Philosophy

3.5 Are all Course Outlines of Record (CORs) current?
All CORs were updated in 2010.

3.7   How does the program ensure that all faculty utilize CORs when designing
course syllabi?

The Dean examines all the syllabi. The evaluation of faculty checks on this as well.

Area 9   Goals and Objectives
List the goals and objectives the program has for the next four years.

Goal: A specific action.

Continue meeting the SLO requirements despite of the issue of students' academic preparation, discipline, and motivation

Objectives: Significant steps or actions needed to achieve the goal

Time Frame: Period of time the goal and objectives will be addresses.

Justification: How does the goal support the mission of the college? How does   the goal meet the needs of the community?

There are discussions among us to share teaching approaches.

Area 10   Long Term Resource Planning
If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify your requests and make them easy for the Strategic Planning and Budget Council to review quickly.   If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

10.1   List faculty and staff requirements to meet program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subject, growth in student population). Mark the position as new or replacement.   Place titles on list in order (rank) of importance.

ALL faculty must submit their SLO results at the designated times. Those who do not do so should be subject to proper disciplinary actions by the dean.

10.2 List facilities (remodels, renovations or new), equipment and technology needed to provide a safe and appropriate environment for student learning in next four years.
Place items on list in order (rank) of importance.
Many office computers have not had their programs updated.
Classroom computers are slow. The projectors have weak lights: LS2 147: APL 105.

10.6 Identify funding needed to support student learning.

Political Science

3.5 Are all Course Outlines of Record (CORs) current?

Yes, all Course Outlines of Record are current in the Political Science Department.

3.6 How does the program ensure that all faculty utilize CORs when designing course syllabi?

All faculty (full-time and part-time) are required to submit syllabi to the Division office. Additionally, all faculty are required to show that the COR is being followed through the evaluation process.

Area 9   Goals and Objectives
List the goals and objectives the program has for the next four years.

Goal: Create a Department Major
Objectives: Complete the necessary paper work to finalize the degree
Time Frame: Spring 2013
Justification: This goal supports AVC mission of being "committed to student success, offering value and opportunity to all members of our community."

Goal: Create a new Women in Politics Class
Objectives: Write the COR; submit it to AP&P for review; once approved, get the course on the schedule.
Time Frame: Have the course on the Spring 2013 Schedule
Justification: This goal supports AVC's mission to provide a "quality, comprehensive education" by adding a specialty course to our department.

Area 10   Long Term Resource Planning
If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify your requests and make them easy for the Strategic Planning and Budget Council to review quickly.   If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

10.1 List faculty and staff requirements to meet program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subject, growth in student population). Mark the position as new or replacement.   Place titles on list in order (rank) of importance.

Our main need, in terms of staffing, continues to be the need for additional full-time faculty. Fulltime faculty are important to maintaining the changes with enrollment, class offerings and the data collection for student learning outcomes. There has been an increase in the number of students enrolled in our courses, as well as increase in the number of specialty courses that are offered for the future political science degree. Most importantly, another full time faculty member would be able help with the continued growth at the Palmdale campus. Since the last report, one adjunct faculty member retired.

10.2   List facilities (remodels, renovations or new), equipment and technology needed to provide a safe and appropriate environment for student learning in next four years. Place items on list in order (rank) of importance.

At this time, the facilities, equipment and technology satisfactorily provide a safe and appropriate environment for students learning. We have no recommendations at this time.

10.7 Identify funding needed to support student learning.

Our top priority is to have the funding to offer more sections of PS 101, American Government. This would allow us to better support student learning. To meet this priority, either a new, full-time faculty member should be employed or funding to pay full-time or adjunct faculty to teach more sections should be acquired. Another priority is our MUN program. This program should receive more funding. With increased funding, the students could participate in higher level conferences.

Psychology

3.5 Are all Course Outlines of Record (CORs) current?

All Psychology CORs are current and up to date. One course still needs to be approved by the Academic Policies & Procedures committee but has been updated.

3,6 How does the program ensure that all faculty utilize CORs when designing course syllabi?

When instructors are hired, they are notified about the COR and told that they must follow it. Faculty evaluations also ensure that instructors are following the COR. Instructors provide the evaluators with a syllabus and the evaluators checks to make sure all COR are being followed. If the COR is not being followed, the instructor is notified and asked to comply.

Area 9   Goals and Objectives
List the goals and objectives the program has for the next four years.

Goal:
1) Create a new Research Methods for the Social Sciences course.
2) Develop the transfer degree in Psychology.
3) Refine, assess, and develop SLO action plans for all courses.

Objectives:
1) Use Curricunet to submit research methods cour
2) Attend AP&P meeting/s to get course approved.
3) Work to develop transfer degree.
4) Meet with psychology faculty to discuss SLOs, assessments, and action plans.

Time Frame: All goals and objectives should be completed in 1 year.

Justification: The goals outlined support the mission of the college because they will allow for the creation of a new course that allows for a transfer degree in Psychology. This transfer degree will make it easier for students to transfer to a 4-year college. The SLOs,

assessments, and actions plans insure that student are acquiring key transferable skills that will help them succeed when they transfer to a four year college. The goals meet the needs of the community by providing advancement opportunities for students and insuring that they receive a quality education.

Area 10   Long Term Resource Planning
If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify your requests and make them easy for the Strategic Planning and Budget Council to review quickly.   If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

10.1 List faculty and staff requirements to meet program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subject, growth in student population). Mark the position as new or replacement.   Place titles on list in order (rank) of importance.

In order to meet the needs of our students we first need to hire 2 new full-time replacement faculty. We had one full time faculty member transfer to counseling while another was not granted tenure. Thus we currently only have two full time faculty members and several adjuncts to fulfill the duties of our department. We need someone with a background in developmental psychology and someone with a background in physiological psychology. Both these courses are important and difficult transfer courses that must be taught by someone with a high level of expertise in those areas. Currently Dr. Aviles and Dr. Gat teach PSY 201 - Physiological Psychology and Dr Aviles and one adjunct teach Developmental.

Sociology

3.5 Are all Course Outlines of Record (CORs) current?

The COR for SOC 101 was updated on 3/12/2009. The COR for SOC 105 was updated on 11/08/2007, as were the CORs for SOC 110, SOC 111, and SOC 120. The COR for SOC 115 was updated on 11/07/2007. The COR for SOC 112 was last updated in June of 2011.1 Using six years as a measure of currency, the CORs for SOC 105, 110, 111, 115, and 120 will need to be updated by the end of Spring 2012. It is anticipated that these revisions will be submitted to the AP&P committee through CurricuNET before the end of the Spring semester in 2012. It is not anticipated that SOC 199 (Work Study) will be revised. Past interest and participation has been poor.

The Program Review update for 2009 -2010 benefited from PDF versions of CORs which included approval (effective) dates. The current archive facility (CurricuNet.com) does not have this information available; therefore, it could not be included in this update.

3.6 How does the program ensure that all faculty utilize CORs when designing course syllabi?

Full-time and adjunct faculty members are encouraged to submit their course syllabi for review prior to the start of classes each semester. These are reviewed by a senior faculty member using criteria established by the Academic Senate and the Dean of the Social & Behavioral Sciences Division. Any significant deficiencies are brought to the attention of the faculty member. Ultimately, deficiencies are addressed during routine performance reviews of individual instructors. Information pertaining to the content, form, and appropriateness of course syllabi is made available through regular Division meetings and occasionally through formal professional development presentations. The Social & Behavioral Sciences Division requires all course syllabi to contain the current Course Outline of Record and the Student Learning Outcomes. However, individual
instructors are free to supplement their syllabi with their own, additional, course objectives.

Area 9 Goals and Objectives
List the goals and objectives the program has for the next four years.

Goal: A specific action.
Objectives: Significant steps or actions needed to achieve the goal.
Time Frame: Period of time the goal and objectives will be addressed.
Justification: How does the goal support the mission of the college? How does the goal meet the needs of the community?

1. New Course -- Statistics for Sociology and the Social Sciences.
Objectives: Submit a course proposal to the Committee on Academic Policies & Procedures for a transferrable course in statistical analysis and social research methods.
Time Frame: Fall 2012
Justification: Such a course will improve the competitiveness of Liberal Arts & Sciences majors as potential transfers to four-year colleges and universities. A secondary justification will be to explore the long-term possibility of establishing a major in Sociology at AVC.

Update: This goal is well on the way to completion. SOC 102: Research Methods for the Social Sciences is presently being reviewed by the AP&P Committee and approval is expected by the end of this semester.

2. Study equitable course rotation and review expired courses.
Objectives: Determine the most rational rotation of courses during a given academic year based on student demand, breadth of the discipline, and coordination with lower division curriculum in the CSU and UC systems for Sociology majors.
Time Frame: Spring 2012.
Justification: Course offerings in Sociology should be determined by both student demand and the need to avoid unnecessary expiration of courses.

Update: Originally, this goal was to be completed by the Spring of 2010. However, course reductions have been necessary and any stable plan to schedule courses has been delayed. The time frame has been expanded as indicated above.

3. Standardized SLO Assessment instruments for all Sociology courses.

Objectives: Develop, with the assistance and cooperation of all members of the Sociology faculty, standardized assessment measures for SOC 105, 110, 111, 112, and 115.
Time Frame: Fall 2011.
Justification: Standardized measures of SLOs for all Sociology courses will aid the evaluation and improvement of courses and provide data in support of accreditation.

Update: This goal has been reached and, with the exception of SOC 111, all assessments have been developed.

4. New Course -- Social Deviance
Objectives: Submit a course proposal to the Committee on Academic Policies & Procedures for a transferrable course on social deviance and contemporary subcultures.
Time Frame: Fall 2012.
Justification: Such a course will improve the competitiveness of Liberal Arts & Sciences majors as potential transfers to four-year colleges and universities. A secondary justification will be to explore the long-term possibility of establishing a major in Sociology at AVC.

5. New Course -- Crime & Delinquency.
Objectives: Submit a course proposal to the Committee on Academic Policies & procedures for a transferrable course on the theoretical basis of crime and juvenile delinquency.
Time Frame: Fall 2012.
Justification: Such a course will improve the competitiveness of Liberal Arts & Sciences majors as potential transfers to four-year colleges and universities. A secondary justification will be to explore the long-term possibility of establishing a major in Sociology at AVC.

Area 10 Long Term Resource Planning

If applicable, describe significant long-term resource needs that should be addressed in the next four years. The Educational Master Plan, student learning outcomes assessment reports, and data analysis may provide reference information to support your response. Use lists and tables to clarify requests and make them easy for the Strategic Planning and Budget Council to review quickly. If there may be negative consequences for enrollment, safety or other important concerns if the funding is not provided please make this known in context.

10.1. List faculty and staff requirements to program needs in the next four years. Be specific and brief when offering a reason for the position (e.g. replacement, increased demand for subjects, growth in student populations). Mark the position as new or replacement. Place titles on lists in order (rank) of importance.

The ratio of full-time faculty to part-time (adjunct) faculty averaged 1 to 4 for the reviewed period. This represents the fact that approximately 75% of the Sociology faculty is adjunct. The addition of one more full-time faculty member would reduce this to 62 percent.

10.2 List facilities (remodels, renovations or new), equipment and technology needed to provide a safe and appropriate environment for student learning in the next four years. Place items on the list in order (rank) of importance.

1. Replace weak ceiling projector bulbs.
2. Replace inoperative lighting
3. Ensure that white boards are installed on at least three out of four walls in each classroom.
4. Ensure that classrooms and desk surfaces are cleaned at least once each day that the rooms are in use.
5. Replace carpets in the faculty offices and classrooms at least once every five years.

10.3 Identify funding needed to support student learning.

One requirement for successful completion of SOC 120 (Drugs, Society & Human Behavior) is that students participate in a field trip to a drug rehabilitation center. This requires transportation which has, up until now, been the individual responsibility of each student. However, because SLO 3 for this course depends upon participation in this activity, a case is made for the provision of bus transportation for the entire class. This will improve success rates for this SLO and assure that no student is denied participation due to lack of personal resources. Estimates of the cost of this proposal have not been made.