

Peralta Community College District

UNIT PLAN UPDATE Template ~ September 2009

Each discipline will complete this form to update the unit plans developed in 2008. These will be reviewed at the college level and then forwarded to the district-wide planning and budgeting process. The information on this form is required for all resource requests – including faculty staffing requests – for the 2010-11 budget year.

I. OVERVIEW :

		Date Submitted:	
Discipline	Social & Behavioral Sciences/ Ethnic Studies - Anthropology	Dean:	Dr. Stacy Thompson
Department Chair	Siri Brown		
Mission/ History <i>Brief, one paragraph</i>	The mission of Merritt's Anthropology Program is to teach students to think appreciatively and globally about diversity in human cultures, human history, and human biology, to foster cross-cultural understanding, and to develop a critical world view which will enable students to succeed in higher levels of education and in any profession. The Anthropology Program offers an AA Degree in Anthropology achievable through selection among 12 courses which include classes in Cultural Anthropology, Physical Anthropology, Archaeology and Museum Studies. Students can also participate in the Merritt Museum of Anthropology.		

II. EVALUATION AND PLANNING

Please review the program review data and the CSEP review criteria and complete the following matrix.

Annual Trend Baseline Data						
Year	Annual FTES	%FTES growth		FTEF in program	FTES /FTEF	Comments
2008/09	59.13	-24%		3.82	15.48	Please note increases in student to
2007/08	78.13	47%		5.32	14.69	Teacher ratio due to efforts to increase enrollment. Through advertising the discipline
2006/07	53.30	23%		4.97	10.72	
2005/06	43.25			4.14	10.45	

	Fall					CODE	Comments
	2004	2005	2006	2007	2008		
1. Enrollment (duplicated)	256	233	226	247	311		
2. Sections (master sections)	9	9	10	10	9		
3. FTEF	2.58	2.57	2.57	2.58	2.42		
4. FTES	31.33	28.17	29.83	33.16	38.33		
5. FTES/FTEF	12.14	10.96	11.61	12.85	15.84		Note increase. Aim is to continue to increase through advertising efforts
7. Program Cost (Cost methodology is under development. Please complete the remaining items. This step to be completed later.)							

Qualitative Assessments	Narrative
8. Community and labor market relevance Present evidence of community need based on Advisory Committee input, industry need data, McIntyre Environmental Scan, McKinsey Economic Report, etc. This applies primarily to career-technical (i.e., vocational programs).	n/a

9. College strategic plan relevance	
Check all that apply <input type="checkbox"/> New program under development <input checked="" type="checkbox"/> Program that is integral to the college's overall strategy <input checked="" type="checkbox"/> Program that is essential for transfer <input type="checkbox"/> Program that serves a community niche. <input type="checkbox"/> Programs where student enrollment or success has been demonstrably affected by extraordinary external factors, such as barriers due to housing, employment, childcare etc. Other _____	

Action Plan Steps to Address CSEP Results

Please describe your plan for responding to the above data. Consider curriculum, pedagogy/instructional, scheduling, and marketing strategies. Also, please reference any cross district collaboration with the same discipline at other Peralta colleges.

10. ACTION PLAN -- Include overall plans/goals and specific action steps. Current Anthropology enrollment is at maximum (ave. 40 students/class). To ensure our enrollment stays high we will do fliers for distribution at Merritt, at high schools, and at local universities ("Get Your Basics at

Community College”); we will speak to colleagues in Nursing to see if Nursing students might benefit from our Anthropology 1 (Physical Anthropology) courses; we will look at what community activities are happening close to the beginning of terms and talk to attendees about the value of anthropology in the workplace and other venues; we will visit relevant classes at Merritt and talk about the value of anthropology to students’ goals. We talked last term to anthropology colleagues at Laney, COA, and BCC in order to schedule for maximum enrollment at all four colleges. We continually update our curricula so as to provide relevant material to today’s students. At the beginning of the semester we explain to our students why anthropology is so critical in developing skills which will be needed in other classes and in their professions, and we urge them to bring friends to the next class. We are currently, given the budget crisis, scheduling only our best enrolled courses.

Additional Planned Educational Activities

11. Health/safety/legal issues:	n/a
--	-----

Student Learning Outcomes (SLOs) 2008/09		
12. Have you completed Student Learning Outcomes (SLO’s) for all your courses?	YES _____	NO <u> X </u>
12a. If you answered no to question 12 then, what percentage have you completed? 20% but all of our basic classes will have SLOs completed in Spring 2010.		
13. What are you assessing this year? Please attach your assessment results and action plan. List needed resources in Section III of Unit Plan.	___X___ course outcomes _____ program outcomes _____ institutional learning outcomes	

BUDGET			
Budget Categories	Allocated 08/09	Expended 08/09	Requested 09/10
Fund 1	\$190.00	\$172.53	
Fund 14			\$500
Fund 17			
Measure A	\$55,685 (will be used by entire Social Sc/Ethnic Studies division—it was an error to have this amount placed only in Anthro)	0	
VTEA			
Total	\$55,875	\$172.53	

ADDITIONAL REVENUE: GRANTS, PRIVATE SALES, AND DONATIONS

Name of Grant/Donation/Sale	Awarded/Generated 08/09	% Expended 08/09	Comments
n/a			

PERSONNEL NEEDS 09/10

Personnel DATA	CD Enrl F2008	Tot FTES F2008	Contract FTEF F2008	Ext Srv FTEF F2008	Tmp FTEF F2008	Total FTEF F2008	Contract %	FT/PT	FTES /FTEF
	311	38.33	1.79	0.23	0.40	2.42	74%		15.84

Comments

Current	If filled	If not filled	# FTE (faculty assigned)

Narrative: Are PT faculty available? Can FT faculty be reassigned to this program? Implications if not filled

The 1.0 contracted faculty in this area, Barbara Joans is retiring spring 2010 leaving the department in need of substitute/adjunct faculty and museum coordinator

Faculty Staff Requests 2010-2011:

Long-term substitute to back-fill retiring tenured faculty (Dr. Barbara Joans).
Museum custodian, part-time, permanent
Adjunct for summer session.

**FACULTY ETHNICITY
F2008**

Ethnicity	# of Contract	# of Adjunct	Total
Asian			
African American			
Filipino			
Hispanic/Latino			
Native American			
Other			
White	2	1	3
Unknown			
Total	2	1	3

...

**FACULTY GENDER
FALL 2008**

Gender	# of Contract	# of Adjunct	Total
Male			
Female	2	1	3
Not Supplied			
Total	2	1	3

RESOURCE NEEDS

Equipment/Material/Supply/ Classified/Student Assistant Needs:

Please describe any needs in the above categories.

Office supplies for museum, and documentaries

Equipment: moveable blackboard, maps of major geographic areas, sound system for LCD projection.

Materials: skeletal replicas of new fossil hominid discoveries (Ardipithecus ramidus)

Student assistant for assistance with course requirements and office work.

Facilities Needs (Items that should be included in our Facilities master Plan) for Measure A funding:

Please describe any facilities needs.

In the D building renovation we seek Lab/ Museum space since the A building is being renovated and because we have numerous skeletons and artifacts that we do not have the space to display. In addition, a museum/Lab centered in one place will allow students more access to learning.

IV. ACADEMIC PERFORMANCE MEASURES AND EQUITY

Student Demographics: Ethnicity

Ethnicity	Baseline Fall 04-07	Fall 08	College Average
African American	36%	35% (97)	36%
Asian	13%	14% (40)	16%
Filipino	2%	1% (4)	3%
Hispanic/Latino	20%	25% (71)	14%
Native American	2%	1% (4)	1%
Other	2%	3% (7)	2%
White	16%	13% (37)	21%
Unknown	8%	7% (19)	6%

Student Demographics: Gender

Gender	Baseline Fall 04-07	Fall 08	College Average
Female	63%	68% (190)	69%
Male	35%	30% (85)	31%
Not Supplied	1%	1% (4)	0%

Analysis

1. What are you doing to increase access? Anthropology classes closely match the college average in ethnicity. Currently equitable. n/a

Student Retention Rate
Students who do not withdraw or drop
by Ethnicity

Ethnicity	Baseline Fall 04-07	Fall 08
African American	64%	79% (97)
Asian	75%	85% (40)
Filipino	71%	50% (4)
Hispanic/Latino	77%	92% (71)
Native American	70%	100% (4)
Other	83%	86% (7)
White	83%	89% (37)
Unknown	78%	79% (19)
ANTHR Average	73%	85% (279)
College Average: 72%		

Student Retention Rate
Students who do not withdraw or drop
by Ethnicity

Gender	Baseline Fall 04-07	Fall 08
Female	72%	84% (190)
Male	74%	87% (85)
Not Supplied	100%	75% (4)

Analysis	
1.	If your disciplines retention rate is beneath the colleges rate, then why? n/a
2.	If your retention rate is below the college rate, then what are you doing to increase retention? n/a
3.	If your retention rate is above the college's rate do you have any best practices to share? Our average retention rate in of 85% Fall 08 was higher than the college average, and had gone up considerably from Fall 04-07 when it was just one percent higher than college average. Our best practice in maintaining retention is to frequently remind students that we care about them as individuals. We have found that this is best achieved by fairness and clarity in teaching and by genuine appreciation of our students' efforts to overcome many obstacles to come to college.

Student Course Completion Rate (SCCR) <i>Students who receive grades A, B, C or Credit</i> by Ethnicity		
Ethnicity	Baseline Fall 04-07	Fall 08
African American	59%	73% (97)
Asian	73%	80% (40)
Filipino	62%	50% (4)
Hispanic/Latino	73%	86% (71)
Native American	65%	100% (4)
Other	83%	86% (7)
White	79%	89% (37)
Unknown	76%	79% (19)
ANTHR Average	69%	80% (279)
College Average: 60%		

....

Student Course Completion Rate (SCCR) <i>Students who receive grades A, B, C or Credit</i> by Ethnicity		
Gender	Baseline Fall 04-07	Fall 08
Female	69%	81% (190)
Male	69%	80% (85)
Not Supplied	91%	75% (4)

Analysis	
1.	If your disciplines successful course completion rate (SCCR) is beneath the colleges rate, then why?
2.	If your sccr is below the college rate, then what are you doing to increase it?
3.	If your sccr is above the college's rate do you have any best practices to share? Our SCCR is above college average for the same reasons that our retention rate is high: we show students that that we respect them and that we appreciate their efforts.

Table X: Student Program/Discipline GPA GPA by Ethnicity Anthropology		
Ethnicity	Anthropology Baseline Fall 03-07	Anthropology Fall 08
Asian	3.40	3.59
African American	3.29	3.18
Filipino	3.05	3.67
Hispanic/Latino	3.47	3.35
Native American	3.75	4.00
Other	3.90	3.40
White	3.88	3.81
Unknown	3.69	3.70
Overall GPA	3.06	

Student GPA by Gender Anthropology		
Gender	Anthropology Baseline Fall 03-07	Anthropology Fall 08
Male	3.46	3.34
Female	3.54	3.51
Not Supplied	3.38	4.00
Overall GPA	3.06	