

Peralta Community College District

UNIT PLAN UPDATE Template ~ September 2008

Each discipline will complete this form to update the unit plans developed in 2007. 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 2009-10 budget year.

I. OVERVIEW

		Date Submitted:	November 28, 2008
Discipline	Environmental Management & Technology	Dean:	Dr. Rebecca Kenney
Department Chair	Tom Branca		
Mission/History <i>Brief, one paragraph</i>	The Environmental Management and Technology Program offers university-transferable courses and an Associate degree. Courses offered cover an array of subjects including Renewable Energy, Climate Change, Ecological Restoration, Watersheds, Food Security, Air Quality, Recycling, Pollution, Waste Management, Transportation, Green Building, and Environmental Justice. Sections of these courses are offered during the day, evening, and on weekend. Students are being prepared for a wide range of employment and entrepreneurial opportunities in the emerging environmental sustainability fields. The Environmental Program is expanding with partnerships and a move from the Physical Sciences Department to Landscape Horticulture. The Self-Reliant House is the main classroom for the Environmental Program.		

II. PRODUCTIVITY STANDARD WORKSHEET

A. RECOMMENDED PRODUCTIVITY STANDARD

Please complete the following matrix to develop a recommended productivity standard.

EXTERNAL STANDARDS (State, Federal, Trade Association, special accreditation) What external standards does the program need to meet? How do these standards influence productivity, if at all?	There exists no overarching state, federal, trade association, or special accreditation.
SAFETY (and staffing strategies to ensure safety) What safety issues affect productivity and/or class size? What staffing or other strategies are recommended or currently used to address safety issues?	Robin, can you fill something in here as appropriate!!!
STATION AND ROOM	The Self-Reliant House was built before the present technology was available.

CAPACITY What station and room factors affect productivity?	Robin, can you fill something in here as appropriate!!!
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TEACHING NEEDS AND STRATEGIES (pedagogical requirements) What teaching needs related to the discipline impact productivity?	We lack adequate space for our landscape design classes (we should double the lab space from 30 to 50 or 60 desks). We need to have a computer lab for the teaching of CAD and other computer-based landscape classes. As an example, we do not have an open lab for CAD, sketch-up and other computer based classes. For plant propagation and mushroom cultivation we are trying to develop a tissue lab space. We are also woefully in need of adequate and safe storage space.
PRODUCTIVITY OF PROGRAMS IN COMPARABLE COMMUNITIES If available, what data exists about the productivity of this CTE field in communities with comparable socio-economic conditions?	We are the only Environmental Sciences program in Peralta. ??? is the closest program; their offerings are ???
RECOMMENDED PRODUCTIVITY STANDARD What is the recommended productivity standard?	We believe our productivity standard should be set at 12.5 given ???

III. EVALUATION AND PLANNING

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

Baseline Data

Year	Annual FTES	%FTES growth	FTEF in program	FTES/FTEF	comments
2007/08	28.5	345%	4.35	13.3	While the number of sections and enrollments dramatically increased productivity remained low
2006/07	8.27	Na	1.32	12.9	
2005/06	Na	Na	Na	Na	

	Fall					CODE	Comments
	2003	2004	2005	2006	2007		
Quantitative Assessments							
1. Enrollment (duplicated)	Na	Na	Na	18	216		
2. Sections (master sections)				1	12		
3. FTEF				.11	1.97		
4. FTES				.74	15		
5. FTES/FTEF				6.68	7.62	Watch	Watching!

<p>FTES/FTEF Trend Assessment: What is the recent trend in productivity (growing, declining, stable)? What factors explain these trends? For example, what positive factors help explain high and/or increasing productivity, and what limiting factors help explain low and/or declining productivity?</p>	<p>Average enrollment is approximately 19. This program is fairly new with data collected over only 4 semesters. This program and its offerings will be modified as necessary in order to increase student enrollment and productivity.</p>						
<p>6. Student Success</p>	2003	2004	2005	2006	2007	CODE	Comments
<p>7. Program Cost compared to Total Resources What is the full cost of the program; what are all the sources and amounts of revenues the program secures (state; grant; in-kind, etc.); and what is the difference between cost and revenue?</p>	<p>Full cost of the program should include all utility costs for the Self-reliant House as it is a separate facility. Revenues include CTE funds as well as state funding. Entrepreneurial efforts are under way in order to help defray costs as well as provide student internships and scholarships</p>						
<p>8. What are additional program health indicators? If available, what are the data for the years indicated to the right?</p>	<p>Enrollments need to be increased and efforts to that end are under way. The new Green Collar movement should provide students with ample employment opportunities. There is meaningful community engagement, feedback and community partnerships.</p>						

Qualitative Assessments	Narrative
<p>8. Market Responsiveness and Future Growth Potential Present evidence of the program's responsiveness to community and labor market need based on Advisory Committee input, industry need data, McIntyre Environmental Scan, McKinsey Economic Report, etc. Also, what is the future growth potential of the vocational area?</p>	<p>The McIntyre report does not address environmental management and technology jobs as there is no real meaningful data. As green collar jobs become more available it will be necessary to expand into these markets.</p>

<p>9. College strategic plan relevance</p>	
<p>Check all that apply</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> New program under development <input checked="" type="checkbox"/> Program that is integral to the college's overall strategy <input type="checkbox"/> Program that is essential for transfer <input checked="" 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. <p>Other: Program is well known locally as well as statewide.</p>	

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.

ACTION PLAN -- Include overall plans/goals and specific action steps.

OK Robin do your thing here for what you want to see happen!!!

Additional Planned Educational Activities

Health/safety/legal issues:	Robin, can you fill something in here as appropriate!!!
Certificates and Degrees Offered	Robin, can you fill something in here as appropriate!!!
Student Retention and Success	Both student retention and success are over 90%. The average age of the students in Environmental Management exceeds that of the typical Merritt college student. Additionally, over 50% of Environmental Management students have a bachelors degree or higher. Robin, can you fill something in here as appropriate!!!
Progress on Student Learning Outcomes. (SLO % Complete)	This is a work in progress with few classes (20-25%) having SLO's. Our goal is 100% for all spring offered classes as well as programmatic SLO's.

III. RESOURCE NEEDS

Personnel Needs

FT/PT ratio	Current	If filled	If not filled	# FTE faculty assigned)
	1.01/.96 FTEF			1.97FTEF in Fall 07'
Narrative: <i>are PT faculty available? Can FT faculty be reassigned to this program? Implications if not filled</i>			Part time faculty continue to teach approximately half of all the classes offered in Envmt.	

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

Please describe any needs in the above categories.

Robin, can you fill something in here as appropriate!!!

There is a continual need for construction/irrigation/horticultural equipment.

Supplies are used by students in every lab class so there is a continual need for laboratory supplies.

Student aides are needed and used in several classes due to health/safety concerns.

Classified help is needed for maintenance of greenhouses as this is a specialty area.

Classified help is need for the 7.5 acres as a facility of this size would have 4-5 gardeners/horticulturists.

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

Please describe any facilities needs.

Robin, can you fill something in here as appropriate!!!

- Add a design lab in the back of the existing lath house.
- Repair or replace main water supply gate valves as they leak.
- Repair or replace electrical system as power needs far outstrip power supplied.
- Repair or replace all outside doors leading into facility and tool room as they are deteriorated.
- Repair or replace all door stops and door closure units.
- Repair or replace of all outside gates that lead from facility to outside areas/grounds.
- Repair or replace ceiling in men's room.
- Add hot water to both men's/woman's restroom.
- Repair or replace retaining wall opposite facility foyer entry as it is bowing and presents a safety hazard.
- Replace access stairway to redwood grove opposite foyer entry.
- Construct an outdoor propagation area by outdoor growing area.
- Establish a tissue culture lab.
- Replace all desks and chairs to accommodate today's students.
- Reduce size of floral refrigerator to gain classroom space in H105
- Replace all drafting stools with ergonomically appropriate stools..
- Along with blackboards add whiteboards for instruction.
- Assess night lighting from bus stop to horticulture facility.
- Add a new space for a landscape design/smart classroom/environmental center. (Laney Art center)
- Consider skylights in all classrooms/offices to increase natural lighting.
- Repair and reconfigure all heating/cooling in offices and classrooms. Install energy saving thermostats.
- Expand parking capacity by reconfiguring tennis court area.
- Remove hazardous diesel tank and reconfigure for outdoor storage.
- Renovate Greenhouses to upgrade watering, lighting, and physical components.