Department Annual Report

2012-2013

Computer Information Systems

Unix System Administration

143

Document Prepared By:

May 1, 2013
Department Information

Current year goals

The goals for the year for this certificate program were to more clearly define it on our web site and change its name from UNIX to LINUX. Our enrollment in this program dropped from 5 to 1 from 2008 – 2011. When we began our program redesign project as a department this year, we took a serious look at all of our programs to determine which ones were viable. We had planned to keep this program because of its high placement rates. But over time we have discovered the demand for such a certificate is extremely low. Students simply are not enrolling for the certificate. We looked at employment trends and other similar institutions across the state and determined that this program should be discontinued.

Goals for next year

We will kick off a sunset process. This should be simple since there is nobody enrolled in the program. So we can simply stop offering it and remove it from our catalog. We have already submitted the request to remove it from the catalog.

Internal collaborations and partnerships

None

External collaborations and partnerships

None

Departmental needs for support from other departments within the college

None

Program accreditation Updates

None

Description of departmental advising plan and outcomes

Advising was really non-existent for this program. I don’t recall a single student needing advising assistance. This further supports our decision to discontinue it.

Updates About Student Organizations and Achievements

None
Other department updates

None

Faculty & Staff

Departmental Professional Development Activities (Contractual Obligations for Departmental Faculty Development/6 hours)

All faculty members in our department participate in bi-monthly curriculum planning and design meetings. The purpose of these meetings is to establish a plan of analysis and possible revisions of all our academic programs, including curriculum within each program. The meetings result in tangible steps, or “assignments”, each faculty member contributes to fulfilling so that we move forward and make progress as rapidly as possible while maintaining quality.

Faculty Professional Development Activities- Year End Summary

Tim Koets has worked extensively with Katie Daniels and Patti Trepkowski to analyze how successful this degree has been (measured by several benchmarks) and how best to improve it. This work has included research on pass rates, employment opportunities, concerns with curriculum, the nature of the program and how it interfaces with the Department of Labor and surrounding institutions, and the creation of measurable plans in improving the program.

Faculty Development Plans for Upcoming Year

I expect each faculty member to contribute in designing a program to replace this program. I need members within my department to assess the place of and effectiveness of each course in the program. We need to determine what should stay and what should go, and if any new courses should be developed. Numerous opportunities for faculty development should present themselves as we progress through the upcoming academic year.

EOL/Release Time Work

No documented EOL/Release Time work has been recorded for this program.

Faculty & Staff Accomplishments/Awards

No documented faculty and staff accomplishments, awards, innovations, or presentations for the 2012-13 academic school year.
Program Data- Perkins Indicators

1P1: Technical Skills Attainment
State Level Expectation: 91.08%  Program Level: n/a  Met Expectation: n/a
Data Trend: no prior data

2P1: Credential, Certificate, or Degree Attainment
State Level Expectation: 26.93%  Program Level: 0%  Met Expectation: No
Data Trend: no prior data

3P1: Student Retention and Transfer
State Level Expectation: 70.00%  Program Level: 0%  Met Expectation: No
Data Trend: no prior data

4P1: Student Placement
State Level Expectation: 70%  Program Level: 0%  Met Expectation: No
Data Trend: no prior data

5P2: Student Participation in Nontraditional Fields
State Level Expectation: 20.65%  Program Level: 0%  Met Expectation: No
Data Trend: no prior data

5P3: Student Completion in Nontraditional Fields
State Level Expectation: n/a  Program Level: n/a  Met Expectation: n/a

Summary
The targets for these core program indicators are not being met because nobody is enrolled in the program. This program will be discontinued.

Curriculum

Course Improvement Projects

We focused our efforts on overall program modifications this year as opposed to specific course improvements. Now that we have established a set of academic programs, our next step is to get all of the additions, modifications, and deletions of each program approved. Then, in the coming academic year 2013-2014, we will be doing extensive course improvement project work. Therefore, while there is none this year, we are gearing up for a lot of activity this coming year.

Program Improvement Projects

As already discussed, we took on the project of improving all of our programs this past year. As
a result, we decided to sunset this program. The Department Head will complete the necessary paperwork and we will remove the program from the catalog. Since no students are enrolled, we will simply block further enrollment.

Course Document (CARP) Updates completed this year
CO117, CO122, CO124, CO156, CO205, CO255, CO262

Assessment of Student Learning

Please answer the questions below for each assessment project that you are working on this year. If you have more than one project, simply cut and paste the headers for each section below, in order to create a report for each.

Program Learning Outcome(s) assessed this year

We did not do a program learning outcome assessment for this program this year. The reason is that the department is doing a massive redesign of its programs across the board. We are creating new outcomes and objectives and revised curriculum for almost every program. Due to this massive undertaking, the additional effort of assessing program learning outcomes that may change was decided not to be the best use of limited resources this academic year. This decision was discussed and agreed upon by the Associate Provost and Dean of Instructional Support and Interdisciplinary Studies.

Measures of Student Learning

n/a

Initial Data and Findings

n/a

Curricular or Pedagogical Changes Implemented

n/a

Data and Findings (post improvement/change)

n/a