Assessment: Program Review Updates prior to Fall 2018

Shasta College

Program (GenEd) - General Studies: Office and Computer Tech AS.1498

Program Catalog Summary: General Studies – 18 Unit Emphasis:
SC Program: AS.1498

The office and computer technologies emphasis allows students to explore many areas of office management, and computer and information management, including clerical skills, legal assisting, medical coding and billing, medical transcription, Computer Networking, A+, and Web design.

The Learning Outcomes correspond to the Institutional Student Learning Outcomes.

Choose 12 – 18 units from the following areas:
CIS 1, 2, 13, 14, 15, 16, 17, 20, 21, 23, 31, 32, 33, 34, 39, 57,60, 61, 62, 63, 64, 66, 67, 72, 73, 76, 83, 86, 90,92
OAS 1, 10, 11, 12, 30, 51, 52, 53, 64, 80, 84, 91, 92, 93, 94, 110, 112, 113, 114, 152, 158, 160, 166, 171

Choose 0 – 6 additional units:
ACCT 101, 102, 103, 104
BUAD 10, 45, 66, 71, 72

Fall 2018

Who completed this form?: Program Review Committee
Other factors for consideration: This is a General Studies degree that is reviewed by the Program Review Committee and forwarded to program faculty and counselors for input.
TO BE COMPLETED BY THE PROGRAM REVIEW COMMITTEE PRC Action:: PRC recommends the program continue without qualification
Summary Date: 11/15/2017
Summary of findings: The PRC recommends this program continue without qualification. The program has averaged 15.2 completers per year over the past five years. There are no "core" courses; students choose 18 units from among a broad array of classes. The five-year average success rate of 74.02% is above the Institution-set Standard of 70%. Retention rates are very strong with a five-year average of nearly 91%. Enrollments have remained consistent with a 5-year average of 11.8 students per section. The number of classes offered has increased dramatically from a high of 185 sections in 2011/12 with 2368 students enrolled, to 284 sections in 2015/16 with 3182 students enrolled. The largest gains in section counts include OAS 10 (from 7 to 25 sections) OAS 94 (from 2 to 16 sections) OAS 92 (from 2 to 20 sections) and CIS 1 (from 28 to 54 sections). The SLO's for all classes have NOT been mapped to ISLO's, which serve as the program learning outcomes for the University and General Studies degrees.

The PRC recommends the following:
1)   The CIS and OAS faculty map the SLO's to the ISLO's (Some courses are mapped and some are not including but not limited to CIS 13-17, 20,21, 55,57,30,62,64,66,73,83,86 and OAS 51-53,64,93)
2)   The CIS and OAS faculty review the catalog and make sure that classes are listed (e.g. OAS 110-113 show in the list of courses for the degree but do not show in "Courses" Chapter 4 of catalog).
3)   The CIS and OAS faculty review enrollment trends and work on increasing (where appropriate to curriculum, SLO's and so forth) the student enrollments per section.

Summary review date: 11/15/2017
Date summary sent to program faculty and/or counselors: 11/28/2017

Program faculty response: From Scott Gordon/Darren Gurney: Thank you for the recommendations. We will take a good look at these and make the appropriate changes. We have mapped the ISLO and PLOs as recommended. (10/25/18) We also have reviewed courses listed in catalog and will be submitting removal/changes as needed for the degree. We think the course alignment will solve some of the enrollment trends.

Counselor response: From Sue Loring: Thanks Stacey. I have no comments other than to note that the flexibility of this degree provides a nice option for students who currently work in an office and want to improve certain skills or obtain a degree for advancement and/or promotion opportunities. Glad to hear the recommendation is to continue without qualification.

From Carolyn Borg: I find these General Studies degree option very applicable for students on the Extended Ed campuses – the degrees provide flexibility for our limited offerings.

In the case of Office and Computer Tech, it's very popular because most of the courses are available online as well as for working professionals. I'm thinking the increase is due to the dramatic increase in online students.

You might consider adding BUAD 166 Business English to the "Choose 0 – 6 additional units". BUAD 166 is part of the OAS certificate.

Date summary sent to College Council: 02/15/2018
Date reviewed by College Council: 02/20/2018
College Council response or additional action: accepted

Fall 2017 Program Review
Course Statistics

Course Name		Academic Year				
		2012-13	2013-14	2014-15	2015-16	2016-17
ACCT-101	# of Sections	10	7	9	8	7
	Enrollment	255	222	228	196	220
	FTES	27.1	23.5	21.8	19.5	22.9
	FTEF	1.75	1.70	1.69	1.21	1.69
	WSCH	914	815	785	699	857
	Avg Enrl/Section	26	32	25	25	31
	Avg FTES FTEF	14.02	13.74	11.96	14.67	13.55
	Avg WSCH FTEF	479	479	436	535	507
ACCT-102	# of Sections	1	1	1	1	1
	Enrollment	18	44	27	32	35
	FTES	1.9	4.1	2.1	2.9	3.2
	FTEF	0.25	0.24	0.24	0.24	0.24
	WSCH	56	169	86	119	132
	Avg Enrl/Section	18	44	27	32	35
	Avg FTES FTEF	7.48	16.96	8.69	12.00	13.24
	Avg WSCH FTEF	224	699	356	492	546
ACCT-103	# of Sections	2	2	2	2	2
	Enrollment	58	61	54	59	58
	FTES	5.4	3.6	3.5	3.3	4.0
	FTEF	0.43	0.43	0.43	0.43	0.43
	WSCH	211	222	214	202	247
	Avg Enrl/Section	29	31	27	30	29
	Avg FTES FTEF	12.46	8.31	7.98	7.54	9.23
	Avg WSCH FTEF	487	512	494	466	570
ACCT-104	# of Sections	1	2	2	2	2
	Enrollment	31	55	42	34	39
	FTES	1.9	3.2	2.9	1.7	2.5
	FTEF	0.18	0.35	0.35	0.35	0.35
	WSCH	86	148	135	80	114
	Avg Enrl/Section	31	28	21	17	20
	Avg FTES FTEF	10.20	9.14	8.37	4.94	7.03
	Avg WSCH FTEF	469	423	386	229	326
BUAD-10	# of Sections	20	21	20	19	21
	Enrollment	662	653	627	640	667
	FTES	56.6	62.1	57.8	59.9	64.0
	FTEF	3.20	3.60	3.20	3.15	3.33
	WSCH	1,719	1,876	1,752	1,817	1,915
	Avg Enrl/Section	33	31	31	34	32
	Avg FTES FTEF	17.25	16.68	16.66	17.56	17.09
	Avg WSCH FTEF	524	505	508	536	522
BUAD-45	# of Sections	10	12	10	10	12
	Enrollment	215	216	173	156	223
	FTES	19.7	20.0	15.1	13.9	21.6
	FTEF	1.37	1.40	1.40	1.40	1.97
	WSCH	595	600	452	421	659

	Avg Enrl/Section	22	18	17	16	19
	Avg FTES FTEF	12.31	11.29	9.36	9.14	10.10
	Avg WSCH FTEF	371	341	280	277	309
BUAD-66	# of Sections	9	5	8	8	8
	Enrollment	209	176	198	187	160
	FTES	18.0	16.1	18.6	17.2	14.8
	FTEF	1.20	1.00	1.20	1.14	1.20
	WSCH	548	491	566	524	454
	Avg Enrl/Section	23	35	25	23	20
	Avg FTES FTEF	13.42	16.10	14.33	14.00	11.42
	Avg WSCH FTEF	409	491	437	427	351
BUAD-71	# of Sections	1	1	1	1	1
	Enrollment	35	34	35	36	34
	FTES	1.1	1.0	1.1	1.2	1.0
	FTEF	0.07	0.07	0.07	0.07	0.07
	WSCH	34	32	34	37	32
	Avg Enrl/Section	35	34	35	36	34
	Avg FTES FTEF	16.49	15.44	16.49	17.99	15.44
	Avg WSCH FTEF	510	480	510	555	480
BUAD-72	# of Sections	1	1	1	1	1
	Enrollment	34	28	33	35	39
	FTES	1.0	0.9	1.0	1.1	1.3
	FTEF	0.07	0.07	0.07	0.07	0.07
	WSCH	30	27	31	33	39
	Avg Enrl/Section	34	28	33	35	39
	Avg FTES FTEF	14.54	13.04	14.99	16.04	19.04
	Avg WSCH FTEF	450	405	465	495	585
CIS-1	# of Sections	32	37	40	54	52
	Enrollment	987	1,090	1,121	1,346	1,410
	FTES	99.7	118.3	109.4	136.6	143.1
	FTEF	6.78	8.95	8.23	8.23	8.47
	WSCH	3,335	4,074	4,087	4,935	5,133
	Avg Enrl/Section	31	29	28	25	27
	Avg FTES FTEF	14.69	13.18	12.05	12.50	12.73
	Avg WSCH FTEF	493	456	464	483	500
CIS-2	# of Sections	8	8	8	11	12
	Enrollment	264	261	237	302	326
	FTES	32.7	31.9	30.0	38.1	41.5
	FTEF	2.14	2.14	2.14	1.87	1.87
	WSCH	990	968	910	1,130	1,224
	Avg Enrl/Section	33	33	30	27	27
	Avg FTES FTEF	15.31	14.94	14.07	15.86	17.00
	Avg WSCH FTEF	464	454	427	482	516
CIS-13	# of Sections					1
	Enrollment					25
	FTES					4.2
	FTEF					0.28

Course	Metric					
	WSCH					125
	Avg Enrl/Section					25
	Avg FTES FTEF					14.72
	Avg WSCH FTEF					441
CIS-14	# of Sections					1
	Enrollment					19
	FTES					3.0
	FTEF					0.28
	WSCH					90
	Avg Enrl/Section					19
	Avg FTES FTEF					10.59
	Avg WSCH FTEF					318
CIS-15	# of Sections					1
	Enrollment					20
	FTES					3.0
	FTEF					0.28
	WSCH					90
	Avg Enrl/Section					20
	Avg FTES FTEF					10.59
	Avg WSCH FTEF					318
CIS-16	# of Sections					1
	Enrollment					13
	FTES					2.0
	FTEF					0.28
	WSCH					60
	Avg Enrl/Section					13
	Avg FTES FTEF					7.06
	Avg WSCH FTEF					212
CIS-20	# of Sections	2	2	2	2	2
	Enrollment	65	69	66	71	69
	FTES	2.3	2.2	2.0	2.2	2.2
	FTEF	0.18	0.18	0.18	0.18	0.18
	WSCH	85	100	94	101	102
	Avg Enrl/Section	33	35	33	36	35
	Avg FTES FTEF	12.38	12.34	11.66	12.34	12.57
	Avg WSCH FTEF	463	571	537	577	583
CIS-21	# of Sections	1	1	1	1	1
	Enrollment	14	9	8	11	2
	FTES	0.5	0.2	0.2	0.4	0.1
	FTEF	0.09	0.09	0.09	0.09	0.09
	WSCH	22	11	11	17	3
	Avg Enrl/Section	14	9	8	11	2
	Avg FTES FTEF	5.13	2.63	2.63	4.23	0.80
	Avg WSCH FTEF	240	126	126	194	34
CIS-23	# of Sections		1	1	1	1
	Enrollment		27	32	33	30
	FTES		3.3	2.8	3.1	3.0

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	FTEF		0.24	0.24	0.24	0.24
	WSCH		100	115	128	123
	Avg Enrl/Section		27	32	33	30
	Avg FTES FTEF		13.78	11.58	12.83	12.41
	Avg WSCH FTEF		414	476	530	509
CIS-31	# of Sections	2	2	3	3	2
	Enrollment	50	44	48	49	41
	FTES	6.3	5.9	5.7	5.8	4.7
	FTEF	0.48	0.48	0.48	0.48	0.48
	WSCH	189	177	155	164	141
	Avg Enrl/Section	25	22	16	16	21
	Avg FTES FTEF	12.68	11.87	9.87	10.22	9.66
	Avg WSCH FTEF	391	366	304	306	292
CIS-32	# of Sections	2	2	3	2	2
	Enrollment	33	26	40	27	35
	FTES	4.2	3.6	4.4	3.6	4.6
	FTEF	0.48	0.48	0.48	0.24	0.48
	WSCH	126	107	114	100	137
	Avg Enrl/Section	17	13	13	14	18
	Avg FTES FTEF	8.42	7.18	7.03	11.58	9.39
	Avg WSCH FTEF	261	221	219	348	283
CIS-33	# of Sections	1	1	3	1	1
	Enrollment	21	17	32	9	18
	FTES	2.7	2.1	4.2	1.2	2.3
	FTEF	0.24	0.24	0.48	0.00	0.24
	WSCH	82	62	125	20	68
	Avg Enrl/Section	21	17	11	9	18
	Avg FTES FTEF	10.88	8.27	6.47		9.39
	Avg WSCH FTEF	339	257	201		281
CIS-34	# of Sections	1	1	3	1	1
	Enrollment	22	16	32	9	16
	FTES	2.7	2.1	4.4	1.2	2.1
	FTEF	0.24	0.24	0.48	0.00	0.24
	WSCH	82	62	131	20	64
	Avg Enrl/Section	22	16	11	9	16
	Avg FTES FTEF	10.88	8.27	6.89		8.81
	Avg WSCH FTEF	339	257	213		265
CIS-60	# of Sections	1			1	1
	Enrollment	17			21	27
	FTES	2.5			1.9	4.7
	FTEF	0.28			0.28	0.28
	WSCH	75			98	140
	Avg Enrl/Section	17			21	27
	Avg FTES FTEF	8.82			6.71	16.48
	Avg WSCH FTEF	265			346	494
CIS-61	# of Sections	2	2	2	2	2
	Enrollment	69	74	79	70	73

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	FTES	10.8	9.3	7.6	6.8	7.1
	FTEF	0.57	0.57	0.57	0.57	0.57
	WSCH	325	355	391	350	365
	Avg Enrl/Section	35	37	40	35	37
	Avg FTES FTEF	19.13	16.47	13.41	12.00	12.53
	Avg WSCH FTEF	574	627	690	618	644
CIS-62	# of Sections	1	1	1	1	1
	Enrollment	33	38	32	31	34
	FTES	5.5	6.2	3.0	5.2	5.5
	FTEF	0.28	0.28	0.28	0.28	0.28
	WSCH	165	185	154	155	165
	Avg Enrl/Section	33	38	32	31	34
	Avg FTES FTEF	19.41	21.78	10.59	18.25	19.41
	Avg WSCH FTEF	582	653	544	547	582
CIS-64	# of Sections	1	1	1	1	1
	Enrollment	31	29	33	27	30
	FTES	5.2	4.5	4.8	4.0	4.5
	FTEF	0.28	0.28	0.28	0.28	0.28
	WSCH	155	135	145	120	135
	Avg Enrl/Section	31	29	33	27	30
	Avg FTES FTEF	18.25	15.88	17.05	14.12	15.88
	Avg WSCH FTEF	547	477	512	424	477
CIS-72	# of Sections			1		1
	Enrollment			12		33
	FTES			1.1		3.4
	FTEF			0.24		0.24
	WSCH			32		140
	Avg Enrl/Section			12		33
	Avg FTES FTEF			4.43		14.07
	Avg WSCH FTEF			132		579
CIS-73	# of Sections	3	4	5	9	11
	Enrollment	76	80	103	184	253
	FTES	3.5	5.2	6.4	12.3	13.5
	FTEF	0.22	0.43	0.11	0.11	0.22
	WSCH	105	154	174	332	368
	Avg Enrl/Section	25	20	21	20	23
	Avg FTES FTEF	15.70	11.93	17.27	19.67	10.30
	Avg WSCH FTEF	485	355	536	609	416
CIS-76	# of Sections			1	1	4
	Enrollment			22	23	58
	FTES			2.5	2.7	8.4
	FTEF			0.22	0.28	0.28
	WSCH			76	80	232
	Avg Enrl/Section			22	23	15
	Avg FTES FTEF			11.68	9.42	7.06
	Avg WSCH FTEF			351	282	212
CIS-83	# of Sections	2	5	4	5	4

	Enrollment	48	102	67	70	88
	FTES	4.0	7.7	5.9	6.6	7.4
	FTEF	0.35	0.35	0.18	0.18	0.18
	WSCH	120	232	160	193	228
	Avg Enrl/Section	24	20	17	14	22
	Avg FTES FTEF	11.43	10.29	8.00	9.14	11.83
	Avg WSCH FTEF	343	309	240	274	514
CIS-86	# of Sections	1	4	4	2	2
	Enrollment	26	67	82	43	47
	FTES	2.3	5.6	6.6	4.1	4.4
	FTEF	0.20	0.80	0.20	0.20	0.20
	WSCH	69	166	179	113	126
	Avg Enrl/Section	26	17	21	22	24
	Avg FTES FTEF	11.50	7.04	8.50	8.00	10.50
	Avg WSCH FTEF	345	208	255	240	315
CIS-90	# of Sections	2	2	3	4	3
	Enrollment	52	53	50	62	56
	FTES	10.4	9.8	9.2	11.4	10.1
	FTEF	0.70	0.70	0.70	0.70	0.70
	WSCH	312	294	264	301	299
	Avg Enrl/Section	26	27	17	16	19
	Avg FTES FTEF	14.86	14.00	11.43	11.43	10.57
	Avg WSCH FTEF	446	420	343	343	317
CIS-92	# of Sections	1	1	1	2	2
	Enrollment	25	27	27	46	35
	FTES	3.3	3.5	3.1	6.3	4.1
	FTEF	0.24	0.24	0.24	0.48	0.48
	WSCH	100	104	96	188	124
	Avg Enrl/Section	25	27	27	23	18
	Avg FTES FTEF	13.78	14.36	13.24	12.95	8.56
	Avg WSCH FTEF	414	430	397	389	257
OAS-1	# of Sections					1
	Enrollment					14
	FTES					1.0
	FTEF					0.11
	WSCH					30
	Avg Enrl/Section					14
	Avg FTES FTEF					8.96
	Avg WSCH FTEF					277
OAS-10	# of Sections	16	22	21	25	30
	Enrollment	388	476	425	578	714
	FTES	10.6	18.1	17.5	23.8	28.3
	FTEF	0.92	1.94	0.70	0.79	0.79
	WSCH	367	629	595	769	898
	Avg Enrl/Section	24	22	20	23	24
	Avg FTES FTEF	11.43	9.33	12.76	12.24	11.26
	Avg WSCH FTEF	400	326	530	491	475

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OAS-11	# of Sections	2	2	2	2	2
	Enrollment	63	69	63	69	63
	FTES	2.4	2.3	2.0	2.2	2.2
	FTEF	0.18	0.18	0.18	0.18	0.18
	WSCH	90	107	91	103	104
	Avg Enrl/Section	32	35	32	35	32
	Avg FTES FTEF	13.09	13.14	11.26	12.80	12.74
	Avg WSCH FTEF	491	611	520	589	594
OAS-12	# of Sections	1	1	1	1	1
	Enrollment	20	14	14	23	15
	FTES	0.9	0.3	0.4	0.7	0.4
	FTEF	0.09	0.09	0.09	0.09	0.09
	WSCH	28	15	17	32	17
	Avg Enrl/Section	20	14	14	23	15
	Avg FTES FTEF	9.81	3.77	4.23	8.00	4.23
	Avg WSCH FTEF	305	171	194	366	194
OAS-51	# of Sections	15	12	10	12	8
	Enrollment	321	268	268	292	205
	FTES	42.5	30.9	29.0	32.9	20.8
	FTEF	3.19	2.70	2.45	2.41	1.71
	WSCH	1,386	1,247	1,220	1,298	919
	Avg Enrl/Section	21	22	27	24	26
	Avg FTES FTEF	10.27	9.07	10.06	9.34	9.18
	Avg WSCH FTEF	338	376	458	396	405
OAS-52	# of Sections	6	5	5	5	4
	Enrollment	55	57	86	73	51
	FTES	8.8	7.7	10.2	8.1	6.5
	FTEF	0.68	0.59	0.71	0.71	0.52
	WSCH	265	279	425	345	249
	Avg Enrl/Section	9	11	17	15	13
	Avg FTES FTEF	5.89	6.71	8.17	8.47	8.82
	Avg WSCH FTEF	176	288	353	434	455
OAS-53	# of Sections	3	2	2	3	3
	Enrollment	13	14	14	16	8
	FTES	2.0	1.7	1.4	1.5	0.9
	FTEF	0.23	0.24	0.19	0.28	0.32
	WSCH	60	66	72	77	41
	Avg Enrl/Section	4	7	7	5	3
	Avg FTES FTEF					
	Avg WSCH FTEF					
OAS-64	# of Sections	6	6	6	6	5
	Enrollment	170	190	160	130	121
	FTES	7.3	4.5	3.9	2.1	2.0
	FTEF	0.45	0.45	0.45	0.45	0.38
	WSCH	251	267	234	191	185
	Avg Enrl/Section	28	32	27	22	24
	Avg FTES FTEF	16.00	9.96	8.58	4.58	5.28

	Avg WSCH FTEF	558	593	520	424	493
OAS-80	# of Sections	5	4	4	3	4
	Enrollment	139	106	91	71	87
	FTES	7.6	4.1	3.2	2.2	3.4
	FTEF	0.46	0.35	0.35	0.26	0.35
	WSCH	246	151	121	88	131
	Avg Enrl/Section	28	27	23	24	22
	Avg FTES FTEF	16.44	11.43	8.97	8.38	9.51
	Avg WSCH FTEF	537	431	346	335	374
OAS-84	# of Sections	6	9	16	9	8
	Enrollment	11	16	30	30	29
	FTES	0.8	1.0	3.1	1.5	1.3
	FTEF	0.00	0.00	0.00	0.00	0.00
	WSCH	107	125	398	192	169
	Avg Enrl/Section	2	2	2	3	4
	Avg FTES FTEF					
	Avg WSCH FTEF					
OAS-91	# of Sections	9	17	15	20	19
	Enrollment	234	329	243	393	451
	FTES	3.6	12.9	9.5	18.1	19.5
	FTEF	0.35	1.50	0.18	0.09	0.09
	WSCH	140	402	274	502	518
	Avg Enrl/Section	26	19	16	20	24
	Avg FTES FTEF	6.49	8.57	9.14	6.86	15.20
	Avg WSCH FTEF	254	268	429	320	469
OAS-92	# of Sections	2	2	2	2	2
	Enrollment	64	56	47	50	42
	FTES	2.5	1.6	1.0	1.6	1.3
	FTEF	0.18	0.18	0.18	0.18	0.18
	WSCH	89	76	48	73	62
	Avg Enrl/Section	32	28	24	25	21
	Avg FTES FTEF	13.25	9.31	5.89	8.91	7.60
	Avg WSCH FTEF	485	434	274	417	354
OAS-94	# of Sections	8	14	16	16	24
	Enrollment	209	266	284	326	535
	FTES	2.3	11.3	12.2	13.9	21.3
	FTEF	0.18	1.23	0.26	0.18	0.44
	WSCH	84	359	365	410	613
	Avg Enrl/Section	26	19	18	20	22
	Avg FTES FTEF	12.38	9.20	14.10	9.31	8.78
	Avg WSCH FTEF	458	293	549	429	345
OAS-110	# of Sections	9	10	10	14	22
	Enrollment	246	282	269	303	436
	FTES	22.2	26.0	24.4	28.2	40.7
	FTEF	1.20	1.40	1.40	1.40	2.20
	WSCH	673	795	745	813	1,161
	Avg Enrl/Section	27	28	27	22	20

	Avg FTES FTEF	16.81	17.57	16.14	15.57	12.68
	Avg WSCH FTEF	511	538	494	476	389
OAS-112	# of Sections	1	2	2	2	
	Enrollment	22	36	42	50	
	FTES	1.9	3.3	3.8	3.9	
	FTEF	0.20	0.40	0.40	0.40	
	WSCH	57	99	117	120	
	Avg Enrl/Section	22	18	21	25	
	Avg FTES FTEF	9.50	8.25	9.50	9.75	
	Avg WSCH FTEF	285	248	293	300	
OAS-113	# of Sections	1	1	2	2	1
	Enrollment	19	21	23	31	8
	FTES	1.8	2.0	2.3	3.2	0.8
	FTEF	0.20	0.20	0.40	0.40	0.20
	WSCH	54	62	71	99	25
	Avg Enrl/Section	19	21	12	16	8
	Avg FTES FTEF	9.00	10.00	5.75	8.00	4.00
	Avg WSCH FTEF	270	310	178	248	125
OAS-114	# of Sections	1	1	1	1	2
	Enrollment	15	15	24	29	32
	FTES	1.4	1.2	2.4	2.7	3.3
	FTEF	0.20	0.20	0.20	0.20	0.40
	WSCH	42	36	74	83	101
	Avg Enrl/Section	15	15	24	29	16
	Avg FTES FTEF	7.00	6.00	12.00	13.50	8.25
	Avg WSCH FTEF	210	180	370	415	253
OAS-152	# of Sections	4	4	4	3	2
	Enrollment	112	107	102	100	69
	FTES	4.1	3.0	2.2	1.6	1.0
	FTEF	0.30	0.30	0.30	0.23	0.15
	WSCH	155	151	147	146	95
	Avg Enrl/Section	28	27	26	33	35
	Avg FTES FTEF	13.33	9.80	7.43	6.98	6.87
	Avg WSCH FTEF	517	503	490	649	633
OAS-158	# of Sections	2	2	5	3	8
	Enrollment	61	46	110	97	103
	FTES	5.7	4.3	10.7	8.4	9.2
	FTEF	0.40	0.40	0.75	0.60	0.80
	WSCH	171	129	325	258	282
	Avg Enrl/Section	31	23	22	32	13
	Avg FTES FTEF	14.25	10.75	12.75	14.00	9.50
	Avg WSCH FTEF	428	323	391	430	293
OAS-160	# of Sections	2	2	2	2	2
	Enrollment	42	51	35	31	30
	FTES	5.2	4.7	3.1	2.6	2.4
	FTEF	0.57	0.57	0.57	0.57	0.57
	WSCH	208	242	159	134	124

	Avg Enrl/Section	21	26	18	16	15
	Avg FTES FTEF	9.23	8.30	5.47	4.59	4.24
	Avg WSCH FTEF	367	427	281	236	219
OAS-166	# of Sections	2	3	2	2	4
	Enrollment	78	89	70	69	89
	FTES	5.4	7.1	5.3	4.8	6.8
	FTEF	0.32	0.53	0.35	0.35	0.70
	WSCH	186	253	195	179	260
	Avg Enrl/Section	39	30	35	35	22
	Avg FTES FTEF	17.18	13.52	14.86	13.43	9.53
	Avg WSCH FTEF	587	482	557	511	371
OAS-171	# of Sections	3	5	8	6	2
	Enrollment	58	80	143	87	50
	FTES	3.6	4.7	8.8	5.4	3.5
	FTEF	0.27	0.40	0.90	0.40	0.27
	WSCH	108	140	268	165	107
	Avg Enrl/Section	19	16	18	15	25
	Avg FTES FTEF	10.77	10.50	8.99	11.50	13.02
	Avg WSCH FTEF	323	315	274	353	401
Grand Total	# of Sections	222	253	277	295	319
	Enrollment	3,026	3,169	3,223	3,470	3,786
	FTES	474.0	508.5	493.6	543.4	600.5
	FTEF	32.85	39.40	35.47	32.90	36.91
	WSCH	15,297	17,296	17,429	18,554	20,222
	Avg Enrl/Section	14	13	12	12	12
	Avg FTES FTEF	13.45	11.71	11.54	12.02	11.69
	Avg WSCH FTEF	440	405	426	447	432

Fall 2017 Program Review
Success and Retention

Course Name	Title		Academic Year				
			2012-13	2013-14	2014-15	2015-16	2016-17
ACCT-101	Basic Accounting I	Success	64.73%	57.29%	59.28%	66.10%	66.35%
		Retention	83.93%	78.89%	82.99%	89.27%	86.06%
ACCT-102	Basic Accounting II	Success	71.43%	71.43%	50.00%	93.10%	88.57%
		Retention	78.57%	95.24%	59.09%	96.55%	97.14%
ACCT-103	Computerized Accounting	Success				85.71%	70.97%
		Retention				95.92%	85.48%
	PC Accounting	Success	82.69%	78.18%	75.00%		
		Retention	86.54%	96.36%	88.46%		
ACCT-104	Payroll Accounting	Success	64.29%	72.92%	43.18%	70.37%	71.79%
		Retention	85.71%	93.75%	68.18%	85.19%	87.18%
BUAD-10	Introduction to Business	Success	73.29%	71.43%	64.14%	64.72%	72.37%
		Retention	88.87%	90.69%	89.66%	89.27%	90.99%
BUAD-45	Human Relations on the Job	Success	69.54%	75.38%	75.82%	80.42%	82.49%
		Retention	86.80%	89.45%	88.89%	95.10%	94.47%
BUAD-66	Business Communications	Success	69.71%	66.06%	64.36%	61.11%	57.62%
		Retention	82.86%	84.24%	82.45%	76.11%	78.15%
BUAD-71	Introduction to E-Commerce	Success	79.31%	74.19%	87.50%	86.11%	90.91%
		Retention	82.76%	77.42%	96.88%	97.22%	93.94%
BUAD-72	E-Commerce Marketing	Success	57.14%	64.29%	70.00%	68.75%	76.92%
		Retention	89.29%	85.71%	86.67%	93.75%	92.31%
CIS-1	Computer Literacy Workshop	Success	75.67%	68.15%	69.53%	74.40%	76.11%
		Retention	92.08%	91.91%	90.43%	91.88%	92.13%
CIS-2	Intro to Computer Science	Success	70.49%	70.29%	64.32%	68.52%	72.29%
		Retention	87.30%	91.21%	85.46%	89.84%	91.87%
CIS-13	Windows Desktop OS Config	Success					73.08%
		Retention					88.46%
CIS-14	Manage & Maintain Wndws Dsk Os	Success					68.42%
		Retention					94.74%
CIS-15	Install/Config Microsoft Srvr	Success					83.33%
		Retention					94.44%
CIS-16	Administering Microsoft Server	Success					46.15%
		Retention					92.31%
CIS-20	Access for Windows I	Success	74.55%	80.60%	69.35%	80.00%	78.79%
		Retention	87.27%	89.55%	88.71%	93.85%	89.39%
CIS-21	Access for Windows II	Success	92.86%	66.67%	71.43%	72.73%	100.00%
		Retention	100.00%	83.33%	71.43%	81.82%	100.00%
CIS-23	Fundamentals of SQL	Success		84.00%	67.86%	61.29%	60.00%
		Retention		96.00%	89.29%	83.87%	80.00%
CIS-31	CIS CCNA I-Net Home/Sm Bus	Success	71.74%	79.07%	81.82%	79.07%	88.89%
		Retention	93.48%	86.05%	90.91%	97.67%	94.44%
CIS-32	CIS CCNA 2 Wk at S-M Bu or IS	Success	81.82%	96.15%	82.35%	96.43%	80.00%
		Retention	90.91%	96.15%	91.18%	100.00%	100.00%
CIS-33	Cisco CCNA 3-Rout/Swit in Ent	Success	100.00%	100.00%	100.00%	100.00%	94.44%
		Retention	100.00%	100.00%	100.00%	100.00%	100.00%
CIS-34	Cisco CCNA 4-Des/Sup Com Net	Success	85.71%	100.00%	96.88%	100.00%	100.00%
		Retention	95.24%	100.00%	96.88%	100.00%	100.00%
CIS-60	Visual Basic Programming	Success	46.67%			52.63%	70.37%
		Retention	73.33%			89.47%	85.19%
CIS-61	C++ Language Programming	Success	54.55%	52.86%	71.05%	54.41%	64.38%
		Retention	72.73%	80.00%	84.21%	79.41%	83.56%

Code	Course	Metric					
CIS-62	Java Programming	Success	59.38%	64.86%	63.33%	70.97%	73.53%
		Retention	78.13%	78.38%	83.33%	83.87%	94.12%
CIS-64	Web Prog Using Java/PHP/Flash	Success	62.07%	59.26%	65.52%	62.50%	65.52%
		Retention	89.66%	81.48%	79.31%	91.67%	93.10%
CIS-72	Fundamentals of Linux	Success			62.50%		87.50%
		Retention			75.00%		93.75%
CIS-73	Photoshop	Success	86.15%	92.68%	92.00%	90.67%	91.14%
		Retention	90.77%	97.56%	96.00%	95.56%	97.42%
CIS-76	Mobile Applications Developmnt	Success			78.95%	75.00%	90.48%
		Retention			89.47%	100.00%	98.41%
CIS-83	Intro to Web Design	Success					95.60%
		Retention					96.70%
	Web Design Using Dreamweaver	Success	89.47%	90.00%	95.31%	93.59%	
		Retention	92.11%	97.00%	98.44%	96.15%	
CIS-86	HTML	Success	65.00%	88.41%	94.94%	68.75%	98.04%
		Retention	80.00%	98.55%	98.73%	85.42%	98.04%
CIS-90	A+ Cert Prep/Cisco IT Essen I	Success	76.47%	78.00%	86.96%	88.52%	71.43%
		Retention	92.16%	96.00%	95.65%	96.72%	89.29%
CIS-92	Intro to Computer Security	Success	84.00%	100.00%	91.30%	75.00%	53.13%
		Retention	96.00%	100.00%	100.00%	95.83%	87.50%
OAS-1	Career Plan in Bus/Off Admn	Success					87.50%
		Retention					87.50%
OAS-10	Excel for Windows I	Success	87.04%	81.82%	80.00%	88.64%	84.11%
		Retention	94.65%	95.56%	94.02%	97.16%	95.57%
OAS-11	Excel for Windows II	Success	81.03%	64.79%	72.88%	81.82%	69.57%
		Retention	91.38%	91.55%	94.92%	92.42%	94.20%
OAS-12	Excel for Windows III	Success	72.22%	88.89%	38.46%	57.14%	72.73%
		Retention	77.78%	88.89%	84.62%	76.19%	81.82%
OAS-51	Intro to Keyboarding and Word	Success	69.12%	68.55%	69.46%	68.71%	75.41%
		Retention	85.66%	85.48%	85.77%	85.97%	89.62%
OAS-52	Intermed Keyboarding and Word	Success	84.62%	68.52%	80.00%	78.26%	77.36%
		Retention	94.23%	81.48%	91.76%	97.10%	94.34%
OAS-53	Advanced Keyboarding and Word	Success	75.00%	92.31%	66.67%	86.67%	50.00%
		Retention	83.33%	100.00%	80.00%	93.33%	87.50%
OAS-64	Computerized 10- Key	Success	63.98%	74.57%	72.19%	77.17%	76.19%
		Retention	92.55%	95.38%	94.70%	96.06%	98.41%
OAS-80	Outlook	Success	83.33%	78.22%	69.62%	82.46%	77.78%
		Retention	92.50%	89.11%	86.08%	94.74%	91.11%
OAS-84	Office Admin Worksite Learning	Success	75.00%	88.24%	90.32%	82.76%	90.00%
		Retention	83.33%	94.12%	90.32%	89.66%	93.33%
OAS-91	Word for Windows I	Success	86.67%	85.67%	87.16%	95.88%	94.21%
		Retention	94.76%	95.02%	98.44%	99.38%	98.40%
OAS-92	Word for Windows II	Success	69.49%	70.59%	70.97%	68.75%	77.50%
		Retention	91.53%	90.20%	90.32%	83.33%	92.50%
OAS-94	Powerpoint	Success	90.31%	83.14%	88.29%	96.58%	87.71%
		Retention	96.94%	98.08%	97.66%	99.47%	95.56%
OAS-110	Beginning Medical Terminology	Success	81.61%	75.95%	82.86%		
		Retention	87.44%	93.13%	94.29%		
	Medical Terminology	Success			74.29%	75.59%	81.18%
		Retention			87.14%	93.22%	93.20%
OAS-112	Medical Coding	Success	89.47%	88.24%	57.89%	76.92%	
		Retention	100.00%	97.06%	78.95%	82.05%	

OAS-113	Advanced Medical Coding	Success	88.89%	60.00%	52.00%	68.75%	75.00%
		Retention	100.00%	70.00%	96.00%	90.63%	100.00%
OAS-114	Healthcare Bill & Reimbur	Success	92.86%	83.33%	52.00%	60.71%	75.76%
		Retention	92.86%	91.67%	88.00%	92.86%	90.91%
OAS-152	Keyboarding for Speed/Accuracy	Success	88.12%	91.18%	87.23%	91.58%	85.92%
		Retention	94.06%	98.04%	96.81%	97.89%	98.59%
OAS-158	Medical Office Procedures	Success	84.21%	71.11%			
		Retention	94.74%	93.33%			
	Office Procdrs - Admin Assts	Success			79.25%	77.65%	75.79%
		Retention			88.68%	92.94%	90.53%
OAS-160	Medical Transcription	Success	78.57%	63.27%	66.67%	74.07%	84.00%
		Retention	78.57%	75.51%	72.73%	77.78%	100.00%
OAS-166	Records Management	Success	79.45%	68.97%	76.56%	75.86%	67.78%
		Retention	94.52%	89.66%	85.94%	91.38%	93.33%
OAS-171	Proofreading Skills	Success	88.89%	73.61%	65.19%	65.88%	71.74%
		Retention	94.44%	87.50%	72.59%	83.53%	86.96%
Grand Total		Success	76.33%	74.35%	73.36%	77.98%	79.28%
		Retention	89.94%	91.35%	89.77%	92.49%	93.00%

Award Type	Program Type - TOP61	2012-13	2013-14	2014-15	2015-16	2016-17
Associate of Science (A.S.) degree	Office Technology/Office Computer Applications-051400	16	19	17	17	14
Grand Total		16	19	17	17	14

Award Type	Program Type - TOP61	2012-13	2013-14	2014-15	2015-16	2016-17
	Office Technology/Office Computer Applications-051400	16	19	17	17	14
		16	19	17	17	14