

## Program (FSS) - Life Management Cert CL.3252

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### Program Catalog Summary:

Certificate:

SC Program: CL.3252

**PROGRAM DESCRIPTION:** This certificate is designed to provide students with the information, perceptions and skills necessary to move toward responsible independence and effective interpersonal relationships. Resources such as time, money and energy will be stressed along with the study of the physical, mental, emotional and social needs of all ages. This curriculum is essential for preparing individuals to balance personal, family and work responsibilities throughout the life cycle.

This is a locally approved certificate. Upon satisfactory completion of the listed requirements and application for completion of the certificate to Admissions and Records, the student will receive a certificate of completion. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

### PROGRAM LEARNING OUTCOMES:

Upon successful completion of this certificate, the student should be capable of balancing personal, family and work responsibilities on a sustainable basis through the use of:

1. A comprehensive model of developmentally appropriate concepts and behavior throughout the lifespan.
2. A personal mission statement for life and set of initial life goals.
3. A theoretical perspective of family.
4. A personal dietary analysis and plan.
5. A personal budgetary analysis and plan.

### CERTIFICATE REQUIREMENTS:

All courses to be applied to the Life Management Certificate must be completed with a "C" grade or better.

ECE 1 Human Development 3

FSS 16 Marriage and Family 3

FSS 25 Nutrition 3

FSS 46 Personal Finance 3

FSS 60 Life Management 3

TOTAL UNITS FOR CERTIFICATE 15

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### *Fall 2020*

#### **PRIOR PROGRAM REVIEW REFLECTION (If applicable)**

**Term and Year of Previous Review:** Fall 2015

**Discuss any changes to the program as a result of the previous program review:** Certificate has changed one course from HuSv 46 Personal Finance to BuAd 14 Personal Finance. Because the business department wanted the name of this course, I decided to not offer it as part of the Human Services program. Therefore, the certificate had to change to Business Administration 14.

**Resources Received or Requested:** None.

#### **CURRENT PROGRAM REVIEW**

**Who completed this form:** Wade Stewart

**Participation in completing this report:** Area Faculty (list in the next box), Other (such as counselors-outside area faculty-deans)

**Summarize participation comments:** Mike Mari and I have discussed the pros and cons of this certificate. I am also going to discuss this certificate with my advisory committee in a meeting that will be held in a few weeks. The pros of this program is that it offers a recruiting tool for the Human Services major and offers basic skills and self-efficacy to Shasta College students. The cons to this certificate is that there is no clear pathway to the workforce or to a university.

**Alignment with Mission: Describe how the program contributes to the Shasta College Mission:** This certificate contributes to the Shasta College Mission by providing students with basic skills and helping them increase self-efficacy. Skills learned in this certificate including decision making, budgeting, nutrition, conflict management, and relationship skills will likely help students succeed in the community.

**Discuss some of the program successes and benefits to the students and/or community:** Provides students with real life skills and decision making. Helps students who may not have confidence to develop their leaning skills. It also helps students work toward other degrees here at Shasta College.

**List each PLO and write a brief narrative summary analysis discussing outcomes for each of them:** Each class offered in this certificate has a separate SLO and these SLOs are the PLOs for this program. I could improve in measuring these SLOs because I do not know the data for them.

A comprehensive model of developmentally appropriate concepts and behavior throughout the lifespan.

A personal mission statement for life and set of initial life goals.

A theoretical perspective of family.

A personal dietary analysis and plan.

A personal budgetary analysis and plan.

**Describe how this program supports a transfer pathway to CSU or UC:** This certificate does not transfer to a CSU or a UC. This certificate program is not approved through the California Community College Chancellor's Office; therefore, completion of the certificate will not be listed on the student's transcript.

**Specify Labor Market Demand (for CTE programs):** Because there is no specific market for this certificate there is no labor market demand for this program. Students learn basic life skills which can be beneficial to them. I believe given the push for pathways that move students toward careers, it may be beneficial to drop this certificate and instead help students move toward the Case Management certificates because these certificates provide students with skills to use in the workplace and a clearer path toward a university education. That being stated, I would like to ask my Advisory Committee and the counselors their thoughts before I deactivate the program. If there is a push to keep the program from the committee and the counselors, I will keep the certificate.

## PROGRAM DATA ANALYSIS

**Program Effectiveness:** Currently there are 14 students enrolled in this certificate. This is up from 1 in 2015 and has steadily increased over the last 5 years. Certificates earned fluctuates from 1 to 3 students with the most recent graduation seeing 3 students earning this certificate.

**Program Effectiveness (CTE):** As discussed above, this certificate does not prepare students directly for employment. We are currently working toward having a certificate in Case Management which would help prepare students for the workforce in Shasta County.

**Course Success Rates:** The average success rate for these courses over the last 5 years is 69.2 percent (Tableau data). This is below the benchmark set by the College at 70 percent. The two courses that are below the 70 percent are Life Management and Personal Finance.

**Course Retention Rates:** The current retention rate for the courses in this certificate is 85.9 (Tableau Data) which is well above the average of 80 percent.

**Course Enrollments:** Current course fill rates are 98.8 percent and 93.2 percent for Fall 2019 and Spring 2020 (Tableau Data). The average enrollment over the last 5 years is 27.2.

**Equity:** Currently there is 10 whites, 3 Latin Americans, 3 Asian Americans, and 1 Native American (Tableau Data). Retention Rates are good across the board for this certificate regardless of ethnicity with all groups except African Americans being above 80% (Tableau Data). The African American retention rate is 75.9 percent. The success rate for minority groups could be improved.

## CURRICULUM

**Review of courses with prerequisites:** None

**Challenges to offering key courses:** The courses are not all part of the same program or area. Therefore tracking the PLOs for this certificate is difficult. In addition, I believe this certificate lacks a clear pathway for students.

**Course changes:** Consider deactivating this certificate if the Advisory Committee provides feedback to stop offering it at Shasta College.

## **SUMMARY**

**Changes or improvements needed based on the analysis above:** None

**Note any resources you intend to request through the Area Planning process to improve the program.:** None

**Conclusion:** Consider deactivating this certificate if the Advisory Committee provides feedback to stop offering it at Shasta College. I will review this with them in April.

## **\*\*BELOW TO BE COMPLETED BY THE PROGRAM REVIEW COMMITTEE\*\***

**Date:** 04/13/2021

**Recommended Action:** Continue with qualification

**Summary of Findings:** The PRC recommends this program continue with qualification. The program has a five-year average of 1.8 completers (2015/16 to 2019/20). The 5-year average success rate for the required classes is 70.1%, which meets the Institution-set Standard of 70%. The certificate was previously comprised of FSS classes but now combines three disciplines, Business, Human Services, and Nutrition. Retention rates for all classes in the certificate have a five-year average of 86.5%. The enrollment average per section is 21.4 students.

The SLOs have been mapped to the PLO's and the PLO's mapped to the ISLO's. The SLO's are also mapped to the ISLO's. (NOTE: HUSV-46 shows up in mapping vs. BUAD 46 which is current)

The PRC commends the faculty for their forthright discussion and honest appraisal of the certificate. In part they observe: "The pros of this program is that it offers a recruiting tool for the Human Services major and offers basic skills and self-efficacy to Shasta College students. The cons for this certificate is that there is no clear pathway to the workforce or to a university." The Program Review Committee recommends:

- Before taking further action on any of the below recommendations, please consider what your advisory board recommends. If they recommend discontinuance, as you suggested in your summary, please reach out to the PRC Chair as soon as possible.
- Review the Tableau data to see if this certificate is truly "recruiting," as it does not reflect that in terms of declared programs, or students enrolled in HUSV courses specifically.
- As you noted, prioritize PLO assessment practices to include quantifiable as well as narrative components. Set target ranges or benchmarks for outcomes and use meaningful data.
  - Reach out to the SLO Coordinators and/or the Research Office for assistance.
  - Work with faculty from other areas who impact your students for shared PLO outcomes data.
- Verify the information is accurate in the catalog, and in Nuventive and in Tableau.

**Date summary sent to program faculty and/or counselors:** 04/20/2021

**Program faculty response:** Sue Loring, "I think it's fine."

Faculty Wade Stewart: Hi Stacey,

I have received this email and reviewed the Program Review. I have discussed with you and Kate Ashbey some of the changes that I plan to implement in this program. Thanks for the support!

and, plan to meet with advisory board in May.

**Date summary sent to College Council:**

04/29/2021

**Date reviewed by College Council:** 05/04/2021

**College Council response or additional action:** Discussion ensued see College Council minutes.

**Superintendent/President response/additional action:** none

## PROGRAM AWARDS

Award Type	Program Type	2015-16	2016-17	2017-18	2018-19	2019-20
Certificate	Life Management	2	1	3	1	3
Grand Total		2	1	3	1	3

## COURSE STATISTICS

		Academic Year					
		2015-16	2016-17	2017-18	2018-19	2019-20	
ECE-1	# Sections	16	17	19	14	15	
	Capacity	445	480	522	475	500	
	Census Enrl	427	430	470	417	452	
	Fill Rate	96.0%	89.6%	90.0%	87.8%	90.4%	
	FTES	42.3	43.5	47.1	41.6	48.1	
	FTEF	2.6	2.8	3.2	2.8	3.0	
	FTES/FTEF	16.3	15.7	14.7	14.9	16.0	
	WSCH	1,286.00	1,324.00	1,434.00	1,267.00	1,465.00	
	DualEnrlSec	0	0	0	0	0	
	OnlineSec	6	6	8	7	8	
	ITV_Secondary	3	3	3	0	0	
	Grand Total	# Sections	16	17	19	14	15
		Capacity	445	480	522	475	500
	Census Enrl	427	430	470	417	452	
	Fill Rate	96.0%	89.6%	90.0%	87.8%	90.4%	
	FTES	42.3	43.5	47.1	41.6	48.1	
	FTEF	2.6	2.8	3.2	2.8	3.0	
	FTES/FTEF	16.3	15.7	14.7	14.9	16.0	
	WSCH	1,286.00	1,324.00	1,434.00	1,267.00	1,465.00	
	DualEnrlSec	0	0	0	0	0	
	OnlineSec	6	6	8	7	8	
	ITV_Secondary	3	3	3	0	0	