

PROGRAM REVIEW REPORT

August 1, 2011

Sauk Valley Community College

District 506

173 Illinois Route 2, Dixon, Illinois 61021

Dr. George J. Mihel, President

Inquiries and comments may be directed to:

Thomas Gospodarczyk

Dean of Institutional Research and Planning

Phone: 815-835-6402

Fax: 815-288-5958

E-mail: gospodt@svcc.edu

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ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Early Childhood Ed (AA – 0681)
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Improvements & Rationale for Action

The AA in Early Childhood has remained steady since the last review. The program is financially stable, but needs to be reviewed against the likely changes coming from the State of Illinois in the revised professional teaching standards. In light of changing requirements at transfer schools, the department will need to look carefully at its lattice arrangement of courses and certificates which create the lower-level framework of the AA degree. An increase in counseling and organizational oversight will be needed in order to keep our transfers streamlined and viable.

Principle Assessment Methods Used in Quality Assurance for this Program

Standardized assessments

Certification and licensure examination results

Writing samples

Portfolio evaluation

Course embedded questions

Student surveys

Analysis of enrollment, demographic and cost data

Other, please specify:

Statewide Program Issues (if applicable)

According to a recent joint ICCB/ IBHE panel meeting, the professional teaching standards have been changed. In summary, that means each course and degree will need to be examined against the new criteria in a proscribed evaluation process. The issue for this degree is transferability and how our students are accepted at senior institutions, which we need to balance against our curricular offerings and the many different institutions our students choose to attend.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Elementary Ed (AA – 0680)
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Improvements & Rationale for Action

The AA degree in Elementary Education continues to be highly viable in both enrollment and financial health. The program will undergo significant revisions with the changes in the Illinois Professional Teaching Standards, on the 2013 timeline described by the state board.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

According to a recent joint ICCB/ IBHE panel meeting, the professional teaching standards have been changed. In summary, that means each course and degree will need to be examined against the new criteria in a proscribed evaluation process. The issue for this degree is transferability and how our students are accepted at senior institutions.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Math Ed (AA – 0686)
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Improvements & Rationale for Action

The AA degree in Math Education continues to be viable despite low enrollments. As the program is in a designated high-need area, the enrollments are not surprising, and it shares financial health with the greater EDU program. The program will undergo significant revisions with the changes in the Illinois Professional Teaching Standards, on the 2013 timeline described by the state board.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

According to a recent joint ICCB/ IBHE panel meeting, the professional teaching standards have been changed. In summary, that means each course and degree will need to be examined against the new criteria in a proscribed evaluation process. The issue for this degree is transferability and how our students are accepted at senior institutions.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Secondary Ed (AA – 0685 and AS – 0885)
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Improvements & Rationale for Action

The AA degree in Secondary Education continues to be viable in both enrollment and financial health. The program will undergo significant revisions with the changes in the Illinois Professional Teaching Standards, on the 2013 timeline described by the state board.

Principle Assessment Methods Used in Quality Assurance for this Program

Standardized assessments

Certification and licensure examination results

Writing samples

Portfolio evaluation

Course embedded questions

Student surveys

Analysis of enrollment, demographic and cost data

Other, please specify: Observation Journals, disposition assessments

Statewide Program Issues (if applicable)

According to a recent joint ICCB/ IBHE panel meeting, the professional teaching standards have been changed. In summary, that means each course and degree will need to be examined against the new criteria in a proscribed evaluation process. The issue for this degree is transferability and how our students are accepted at senior institutions.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Special Ed (AA – 0690)
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Improvements & Rationale for Action

The AA degree in Secondary Education continues to be viable in both enrollment and financial health, although we expect to see significant migration to the AAT degree in coming semesters. The program will undergo significant revisions with the changes in the Illinois Professional Teaching Standards, on the 2013 timeline described by the state board.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify: Observation Journals, disposition assessments

Statewide Program Issues (if applicable)

According to a recent joint ICCB/ IBHE panel meeting, the professional teaching standards have been changed. In summary, that means each course and degree will need to be examined against the new criteria in a proscribed evaluation process. The issue for this degree is transferability and how our students are accepted at senior institutions.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Economics (AA – 0651, AS – 0851)
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Improvements & Rationale for Action

Improvements in Economics courses have included an increase in the number of online sections and the offering of ECO 211 and ECO 212 in both the fall and spring semesters and ECO 211 in the summer session as well. Classroom sections of both courses have been adapted to Blackboard which provides students with more content and opportunities to learn. Enhanced classrooms have allowed more use of current event “real time” video which allows students to better link economic concepts to what is going on in the world around them.

Principle Assessment Methods Used in Quality Assurance for this Program

Standardized assessments

Certification and licensure examination results

Writing samples

Portfolio evaluation

Course embedded questions

Student surveys

Analysis of enrollment, demographic and cost data

Other, please specify: In class presentations and discussions

Statewide Program Issues (if applicable)

None

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	History (AA – 0652, AS – 0852)
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Improvements & Rationale for Action

Over the past several years, we have noticed a decline in enrollment and retention, and we are adding discipline specific meta textbooks to improve student success. These books contain additional information about philosophy and research in the discipline of history. We are also creating a methods course to help history majors with the transfer to the four-year institutions. At the same time, we are adding non-western courses to our rotation to better serve history majors and other majors who require non-western history courses.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Political Science (AA – 0653, AS – 0853)
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Improvements & Rationale for Action

The Political Science department has been able to expand the offering of the core GOV163 American Government course by adding more sections. The department has improved its quality of instruction through participation in professional development and sabbatical leave. The department has begun offering more online courses and more sections of online courses. The GOV261 International Relations course has been updated to reflect the changing global environment.

The department plans to add new online classes. GOV 232 Introduction to Comparative Politics will be offered online Fall 2011. The department is in the process of gaining IAI approval for GOV 235 Political Parties. Depending on the approval date, this course is expected to be offered online Spring 2012. The department is also in the process of developing a Middle East Politics course. This course still needs to be developed and receive curriculum committee and IAI approval. It is believed this course can be offered Fall 2012.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
 - Certification and licensure examination results
- Writing samples
 - Portfolio evaluation
- Course embedded questions
 - Student surveys
 - Analysis of enrollment, demographic and cost data
 - Other, please specify:

Statewide Program Issues (if applicable)

None

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Psychology (AA – 0655, AS – 0855)
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Improvements & Rationale for Action

Based on the information provided and the extra information requested, it appears that the psychology department is doing very well with its limited staffing and resources. The Psychology department continues to teach more students than any other department and they do it well. We do this by giving students solid knowledge that they will use later in this major or as a tool in other majors. Despite the low investment in financial capital, lab space, storage, and the limited number of qualified adjunct instructors, the department's courses are taught in a variety of formats and times. The department added a new course which shows that the full time faculty believes in creating further growth for the department. Finally, the department is very proud of the work it has accomplished these past five years.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Social Work (AA – 0620)
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Improvements & Rationale for Action

The Social Work Department has experienced minimal improvements since the last program review and lacks the direction and leadership of a full-time faculty member. An immediate improvement to strengthen the department would be to hire a full-time faculty member within the next fiscal year. Additional future improvements to strengthen the department would include implementing addictions and geriatrics programs, offering more flexible course schedules, while increasing marketing opportunities within the next five years.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

The Social Work Department may experience emerging issues in the State of Illinois due to the State's dismal budget and ability to fund and reimburse human services agencies for the services they provide. The budget cuts and lack of funding could possibly have an adverse effect on students obtaining internships for their practicum classes along with gaining future employment within the field. Although the data suggests that the outlook for careers in the human services field is favorable, the current economic crisis needs to be taken into consideration.

ACADEMIC DISCIPLINE PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Sociology (AA – 0656, AS – 0856)
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Improvements & Rationale for Action

The chief recommended course of action is to combine Sociology, Economics, Political Science, Geography, and History into a single **Social Sciences department** (this is not unusual for small campuses). [As Psychology is in our same *area*, combining that program with ours in a **Behavioral Science department** could also be very beneficial.] This action should be carried out immediately. This could strengthen faculty coordination, cut costs, and improve overall program efficiency and effectiveness.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	190709
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	03 – AAS
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Program Title	Early Childhood Ed (0042)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

The AAS degree in ECE needs to be modified to reflect current practices and ensure alignment with governing bodies such as DCFS. Courses need to be changed to reflect current emphasis on diversity. This program may experience increased enrollments as a result of the state changing the minimum passing score on the Basic Skills exam. This program may serve as an alternative venue for students who are eliminated from teacher education by the Basic Skills.
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Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	131501
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	03 – AAS
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Program Title	Paraprofessional Educator (0041)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

The paraprofessional certificate continues to be a viable program required to create highly-qualified classroom aids under NCLB. This program may experience increased enrollments as a result of the state changing the minimum passing score on the Basic Skills exam. This program may serve as an alternative venue for students who are eliminated from teacher education by the Basic Skills.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	190709
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	30 – Certs. <30ch
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Program Title	Basic Early Childhood Ed (0F12)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

This program continues to serve the needs of students who need the certification to start work in the daycare field. The certification has the highest completion rate in the program, and shows fairly steady enrollment.
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Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	190709
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	20 – Certs 30ch>
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Program Title	Advanced Early Childhood Ed (0F16)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

Because the certificate does not correlate with any distinctions in the profession, it is unlikely to serve as an adequate stopping place for a student working in early childhood. The certificate should be discontinued.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	510904
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	03 – AAS
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Program Title	Emergency Medical Services Degree (0054)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

Course orientation has been modified and includes such topics as: course expectations, course objectives, current cost per credit hour, clinical requirements, degree completion requirements, and a grading scale. This modification has been adopted in an effort to further reduce the current attrition rate to less than 25%. Accreditation through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Provider (CoAEMSP) will begin in 2011 to align with national standards scheduled for January 1, 2013.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
 - Writing samples
 - Portfolio evaluation
 - Course embedded questions
- Student surveys
 - Analysis of enrollment, demographic and cost data
- Other, please specify: competency exams

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	510904
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	30 – Cert <30ch
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Program Title	Emergency Medical Technician, Basic Certificate (0E95)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

Course orientation has been modified and includes such topics as: course expectations, course objectives, current cost per credit hour, clinical requirements, degree completion requirements, and a grading scale. This modification has been adopted in an effort to further reduce the current attrition rate to less than 25%. Accreditation through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Provider (CoAEMSP) will begin in 2011 to align with national standards scheduled for January 1, 2013.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify: competency exams

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	510904
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	30 – Cert <30ch
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Program Title	Emergency Medical Technician, Intermediate Certificate (0E94)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

This level of training is no longer recognized. EMT Basic or Paramedic programming have absorbed this curriculum.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	510904
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	20 – Cert 30ch>
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Program Title	Emergency Medical Technician, Paramedic Certificate (0E97)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

Need. Course orientation has been modified and includes such topics as: course expectations, course objectives, current cost per credit hour, clinical requirements, and a grading scale. This modification has been adopted in an effort to further reduce the current attrition rate to less than 25%. Accreditation through the Committee on Accreditation of Educational Programs for the Emergency Medical Services Provider (CoAEMSP) will begin in 2011 to align with national standards scheduled for January 1, 2013.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify: Competency testing

Statewide Program Issues (if applicable)

None

**CAREER AND TECHNICAL EDUCATION PROGRAM REVIEW
SUMMARY REPORT**

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2009 – 2010

Program Identification Information

6-digit CIP	440701
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Degree Type 03 – AAS 20 – Certs. 30ch > 30 – Certs. <30ch	03 - AAS
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Program Title	Human Services (0089)
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Action

- Continued with minor improvements
- Significantly modified
- Discontinued/Eliminated
- Placed on inactive status
- Scheduled for further review
- Other, please specify:

Improvements & Rationale for Action

The Human Services Department has experienced minimal improvements since the last program review and lacks the direction and leadership of a full-time faculty member. An immediate improvement to strengthen the department would be to hire a full-time faculty member within the next fiscal year. Additional future improvements to strengthen the department would include implementing addictions and geriatrics programs, offering more flexible course schedules, while increasing marketing opportunities within the next five years.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

The Human Services Department may experience emerging issues in the State of Illinois due to the State's dismal budget and ability to fund and reimburse human services agencies for the

services they provide. The budget cuts and lack of funding could possibly have an adverse effect on students obtaining internships for their practicum classes along with gaining future employment within the field. Although the data suggests that the outlook for careers in the human services field is favorable, the current economic crisis needs to be taken into consideration.

CROSS-DISCIPLINARY PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Pre-Professional Medical Program (0510)
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Improvements & Rationale for Action

This is the first time this program has been reviewed. Although there has been little or no enrollment, the program will be retained to expand student options. Since this program is comprised of courses from other disciplines and does not have any direct expenses related to it, the program will remain active.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None are known at this time.

CROSS-DISCIPLINARY PROGRAM REVIEW SUMMARY REPORT

Required ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Discipline Area	Pre-Professional Physical Therapy/Occupational Therapy Program (0830)
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Improvements & Rationale for Action

This is the first time this program has been reviewed. Although there has been little or no enrollment, the program will be retained to expand student options. Since this program is comprised of courses from other disciplines and does not have any direct expenses related to it, the program will remain active.

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None are known at this time.

CROSS-DISCIPLINARY PROGRAM REVIEW SUMMARY REPORT
Required ICCB Program Review Report
Sauk Valley Community College **Academic Year 2010 – 2011**

Discipline Area	Transfer Programs/Degrees (AA, AS, AAT, AES)
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Improvements & Rationale for Action

<p>Future improvements include recommendations to appropriate committees and departments by the Fall of 2011 for collection of needed data. Data needs evaluated annually by OPIC with recommendations to address any areas of concern.</p> <p>Recommendation to administration to initiate the interdisciplinary schedule planning group with established documentation and procedure goals.</p> <p>Staffing issues need addressed at the departmental level with recommendations in the appropriate operational plans.</p> <p>Work with the Marketing Committee to create a marketing plan addressing the advantages of completing a transfer degree at SVCC.</p>

Principle Assessment Methods Used in Quality Assurance for this Program

- Standardized assessments
- Certification and licensure examination results
- Writing samples
- Portfolio evaluation
- Course embedded questions
- Student surveys
- Analysis of enrollment, demographic and cost data
- Other, please specify:

Statewide Program Issues (if applicable)

None

**STUDENT & ACADEMIC SUPPORT SERVICES REVIEW
SUMMARY REPORT**

Required ICCB Report

Sauk Valley Community College

Academic Year 2010-2011

Service Area (Unit)	Counseling/Advising
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Major Findings and Improvements/Modifications

Since the 2005-2006 Program Review improvements made within the Counseling Office include:

- Establishment of the Sauk Valley Crisis Assistance Team and Development of the Crisis Assistance Manual
- Designation of a counselor to serve as the Veterans Coordinator
- Addition of part-time staff to more efficiently serve students/faculty/staff
- Development of the Healthy Living/Mental Health Awareness Week
- Concerted efforts at “going green” by utilization of student email
- Increased effort to access outside agencies resources

Our future vision is dependent upon continuing to develop a holistic approach to serving our students and staff to include: personal/social/life transition counseling, career counseling, and educational planning. The Early Alert System and the Crisis Assistance Team attempts to address student issues at the onset. The Counseling faculty/staff will work to improve on career services and provide additional services to students in transition. Educational planning assistance will continue to be an essential component of the counseling services offered. Other improvements/modifications are found in detail in this document.

Statewide Program Issues (if applicable)

For education courses that require classroom observation, students now must have an acceptable background check on file. These changes for our prospective education majors present a new challenge to our advising/counseling faculty and staff. More time and energy will be needed to effectively guide these students through these new requirements.

**STUDENT & ACADEMIC SUPPORT SERVICES REVIEW
SUMMARY REPORT**

Required ICCB Report

Sauk Valley Community College

Academic Year 2010-2011

Service Area (Unit)	Special Needs
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Major Findings and Improvements/Modifications

- Since the last Student Needs Office Program Review two building accessibility assessments were conducted. Issues of accessibility to restrooms, offices, and materials were noted and corrections made.
- Efforts to reduce waste and “Go Green” were implemented to include E-mailed accommodation letters to instructors, E-mailed notes to students, on-line accessible Student Needs Handbook, and reduce paper communications with student needs students.
- The Student Needs Office will continue to attend and promote Sauk Valley Community College at IEP meetings and through community events.
- Student Needs Coordinator office will continue to seek to a fully accessible area that allows confidentiality of services to students.
- Increased use of technology to promote independence and self-reliance.
- The Student Needs Office will track degree completion

Statewide Program Issues (if applicable)

None

BEST PRACTICES REPORT

Optional ICCB Program Review Report

Sauk Valley Community College

Academic Year 2010 – 2011

Title of Best Practice

Encouraging Students

Programmatic Area

Academic Discipline

Career and Technical Education

Cross-Disciplinary

Student & Academic Support Services

Description of the innovation/best practice (150 word limit)

In an effort to encourage students and to motivate them to continue working hard, we send out letters and emails to students complimenting their efforts and informing them of how they are doing in class. We use a standard template where we can simply insert appropriate details, and will modify the standard wording as warranted.

What are the results/measurable outcomes?

There are no measurable outcomes. We simply stay in contact with students and try to encourage their efforts.

Contact Information

Mr. Ralph Pifer, Associate Professor of Psychology and Social Science, 815-835-6324,
piferr@svcc.edu

OR

Ms. Terry Lyn Funston, Associate Professor of Psychology, 815-835-6309, funstot@svcc.edu

Type of Review	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CROSS DISCIPLINARY INSTRUCTION	<ul style="list-style-type: none"> ○ Transfer functions and programs including the AA, AS, AAT, AES, other specialized transfer degree programs and the ALS degree program <u>PRE-PROFESSIONAL</u> ○ Pre-Physical Therapy/ Occupational Therapy Program (AS=830) ○ Pre-Professional Medical Program (AS=510) 	<ul style="list-style-type: none"> ○ General Education 	<ul style="list-style-type: none"> ○ Adult Education 	<ul style="list-style-type: none"> ○ Developmental Studies (GSP) ○ Personal and Professional Development (includes Vocational Skills and CDL Cert=T10) 	
ACADEMIC DISCIPLINES	<p><u>EDUCATION:</u></p> <ul style="list-style-type: none"> ○ Early Childhood Ed (AA=681) ○ Elementary Ed (AA=680) ○ Math Ed (AAT=686) ○ Secondary Ed (AA=685, AS=885) ○ Special Ed (AA=690) <p><u>SOCIAL & BEHAVIORAL SCIENCES:</u></p> <ul style="list-style-type: none"> ○ Economics (AA=651, AS=851) ○ History (AA=652, AS=852) ○ Political Science (AA=653, AS=853) ○ Psychology (AA=655, AS=855) ○ Social Work (AA=620) ○ Sociology (AA=656, AS=856) 	<p><u>COMMUNICATIONS:</u></p> <ul style="list-style-type: none"> ○ English (AA=602) ○ Mass (AA=614, AS=814) ○ Speech (AA=610, AS=810) <p><u>COMPUTER SCIENCE:</u></p> <ul style="list-style-type: none"> ○ Technical Emphasis (AS=840) ○ Information Systems Emphasis (AS=841) ○ Criminal Justice (AS=824) 	<ul style="list-style-type: none"> ○ Mathematics (AS=416) 	<ul style="list-style-type: none"> ○ Accounting (AS=220) ○ Business (AS=210) ○ Engineering (AES=320) <p><u>PHYSICAL AND LIFE SCIENCES:</u></p> <ul style="list-style-type: none"> ○ Athletic Training (AS=835) ○ Biology (AS=413) ○ Chemistry (AS=414) ○ Physics (AS=417) ○ Physical Education (AS=891) 	<p><u>HUMANITIES & FINE ARTS:</u></p> <ul style="list-style-type: none"> ○ Art (AA=601, AFA=150) ○ Foreign Language (AA=603) ○ Music (AFA=160) ○ Theatre Arts (AA=611) <p><u>NURSING:</u></p> <ul style="list-style-type: none"> ○ Nursing (AS=825)

Type of Review	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CAREER & TECHNICAL EDUCATION	<u>EDUCATION:</u> ○ Early Childhood Ed (AAS=042) ○ Basic Early Childhood Ed (Cert=F12) ○ Advanced Early Childhood Ed (Cert=F16) ○ Paraprofessional Educator (AAS=041) ○ Human Services (AAS=089) <u>EMERGENCY MEDICAL TECHNICIAN:</u> ○ Basic (Cert=E95) ○ Intermediate (Cert=E94) ○ Paramedic (Cert=E97) ○ Emergency Medical Service (AAS=054)	○ Certified Manufacturing Assistant (Cert=H71) <u>COMPUTER INFORMATION SYSTEMS:</u> ○ Management Information Systems (Cert=B40) ○ Microcomputer Applications (AAS=076) ○ Specialist I (Cert=B32) ○ Specialist II (Cert=B36) ○ Web Design (Cert=B37) ○ Networking Administration (Cert=B39) ○ Networking Professional (Cert=B35) ○ Networking Specialist (AAS=075 & Cert=B31) ○ Programming (AAS=025) ○ Programming I (Cert=B30) ○ Programming II (Cert=B38) <u>CRIMINAL JUSTICE:</u> ○ Criminal Justice (AAS=082) ○ Criminal Justice/Law Enforcement (AAS=081) <u>ELECTRONICS:</u> ○ Electronic Engineering Technology (AAS=065) ○ Communication Electronics (Cert=H63)	○ Digital Media Arts (Cert=B24) <u>DRAFTING:</u> ○ Mechanical Drafting (Cert=H90) ○ Basic CAD Technician (Cert=H67) ○ Intermediate CAD Technician (Cert=H68) ○ Radiologic Technology (AAS=051)	○ Accounting (AAS=021 & Cert=B90) ○ Graphic Design (Cert=B34) <u>HEATING, REFRIGERATION, AIR CONDITIONING:</u> ○ Heating, Refrigeration, Air Conditioning (AAS=067) ○ Entry Level Technician (Cert=H84) ○ Heating (Cert=H95) ○ Refrigeration (Cert=H81) ○ Installer (Cert=H83) ○ Lean Manufacturing (Cert=H72) ○ Warehousing & Distribution Specialist (Cert=H70) <u>WELDING:</u> ○ Entry Level (Cert=H48) ○ Advanced (Cert=H49)	<u>BUSINESS:</u> ○ Management (AAS=022 & Cert=H93) ○ Supervisory Management (Cert=B97) ○ Marketing (AAS=020 & Cert=B92) <u>NURSING:</u> ○ Nursing Hybrid On-Line NIOIN (AAS=053) ○ A.D.N. (AAS=052) ○ L.P.N. (Cert=E91) ○ Nurse Assistant (Cert=E93)

Type of Review	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
CAREER & TECHNICAL EDUCATION, continued		<ul style="list-style-type: none"> ○ Electronic Service & Repair (Cert=H69) ○ Industrial Electronics (Cert=H65) ○ Microprocessor Maintenance (Cert=H64) ○ Industrial Maintenance Electrician (Cert=H94) <u>OFFICE AND ADMINISTRATIVE SERVICES:</u> ○ Administrative Assistant (AAS=023 & Cert=B81 & Cert=B80) ○ Desktop Publishing Specialist (Cert=B33) ○ Financial Services Representative (Cert=B84) ○ Legal Assistant (AAS=026 & Cert=B82) ○ Medical Office Assistant (AAS=024 & Cert=B83) ○ Word Processing (Cert=B23) 			
STUDENT & ACADEMIC SERVICES	<ul style="list-style-type: none"> ○ Counseling/Advising ○ Special Needs ○ Public Relations 	<ul style="list-style-type: none"> ○ Business Office ○ Buildings and Grounds – Security ○ Dual Credit ○ Human Resources ○ Student Activities 	<ul style="list-style-type: none"> ○ Admissions and Records ○ Athletics ○ Foundation and Grants ○ Institutional Research and Planning 	<u>INFORMATION SERVICES:</u> <ul style="list-style-type: none"> ○ Information Services ○ Instructional Technology Center ○ Learning Resource Center (Library) ○ Learning Assistance Center 	<ul style="list-style-type: none"> ○ Student Financial Assistance

