

Coastline Community College  
Annual Institutional Planning Report

Department/Division

International Languages

Academic Year

2011-12

Annual report submitted to the Program Review Committee on \_\_\_\_\_

Signature of Department Chair/Lead Faculty Member \_\_\_\_\_



Signature of Dean/Director

**A. Data and Analysis**

**a. Program Data**

	3 Years Prior	2 Years Prior	1 Year Prior
FTEF	304	311	273
FTEF	34.2	32.3	37.8
WSCH/FTEF	393.3	371.1	372.0
Number of Full-Time Instructors	1	1	1
Fill Rate	72.1	76.6	91.2
Success Rate	72.7	72.9	70.6
Persistence	34.	39.6	44.3
Retention	85.9	86.7	86.4

**Program Data Analysis**

While the offering of fewer sections of International Languages is troubling, we are optimistic that this trend will reverse with the stabilization of the budget. Throughout these trying times, we continue to strive to increase retention and fill rate and have been successful in doing so.

**b. Curriculum Data -- Use data from the previous academic year**

	Additions	Revisions	Suspensions	Retirements	Current Total
Courses	1	0	0	0	115
Certificates 18 units or greater	0	0	0	0	0
Certificates less than 18 units	0	0	0	0	0
Degrees	0	0	0	0	2

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Curriculum Data Analysis

c. Student Learning Outcomes Data

Total number of sections	18
Percentage of sections reporting on SLOs	100%

Department Discussions Regarding SLOs ("Closing the Loop")

Discussions take place at Discipline meetings on this issue. In addition, the Department Chair sends out detailed instructions regarding the reporting of SLO results. Continually improving our courses is the goal and we strive to do so by employing the Academic Quality Rubric. The figure above of 100% is lacking the reporting of the ISLO for one course, all others are accounted for from Spring 2012.

d. Progress on 5-year Goals from most recent Program Review.

Goal	Complete	Partially Complete	Not Started	Abandoned	Comments
Improve communication with faculty in ECHS, Military and C4C. Expand languages offered.			X	X	ECHS will be under Contract ED. Military is autonomous. C4C also is autonomous. Budget constraints do not allow for this at this time; we have continued to trim sections of our languages.
Strive to offer the 180, 185, 280 and 285 course sequence in all languages. Request that IT staff design a means for tracking online student activity.		X	X		This has not been possible to do within the constraints of this budget crisis. This is a work-in-progress, the tracking mechanism theoretically exists, but it is not accurate in its student tracking. I have submitted numerous help requests to no avail.

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Analysis of Progress on 5-year Goals

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B. Action Plan and Resource Request Based on Annual Data

Action	Institutional planning goals*	How action will improve student learning	Type of Resource	Resource needs, if any	Department priority**	Approximate cost	Potential Funding Source
No requests at this time.			Equipment				
			Facilities				
			Personnel				
			Software				
			Supplies				
			Technology				
			Training				
			Other				

\*Reference specific sections of College Education Master Plan, Strategic Initiatives, 5-year Program Review Goals, Accreditation Recommendations, SLO/SAO evaluation and assessment, College Mission, or other relevant planning documents.

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\*\*Prioritize the program's resource needs with 1 being the most important and subsequent numbers being less urgent.

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