

Q21. Welcome to COA's new, online portal for completing your **Annual Program Update (APU)**. Your work will be saved at the end of each section. If you partially complete a section, *that* section's responses will not be saved. Prior sections will be saved, should you need to stop and leave the portal for a period of time and then come back to it. If you have any questions about the portal during the process, please email Interim Dean Karen Engel at kengel@peralta.edu or call or text her cell phone at (510) 381-5292. For questions about your program or the process, please contact your instructional dean or service area or administrative unit vice president. Thank you!

Q1. Please select the discipline, department or program:

Q102. Please select the Program Type:

- Instructional
- Student Services
- Administrative Services

Q2. Please provide the name of the person(s) completing this Program Review:

Hoi M. Ko

Q103. The mission of College of Alameda is to serve the educational needs of its diverse community by providing comprehensive and flexible programs and resources that empower students to achieve their goals.

Q3. Please provide the mission statement for your program:

The AMT program's mission is to provide an affordable alternative in preparing to be aviation maintenance technicians, meeting the Federal Aviation Regulation Part 65. To serve our community to empower students consistent with the aviation industry's needs; preparing them to enter into the industry with the necessary knowledge, skill, and personal integrity to succeed.

Q104. Please specify the **date** of your program's last Comprehensive Program Review (month and year):

September 2014

Q105. Cut and paste the program goals and administrative unit outcomes (AUOs) from your program's most recent Program Review or AUO documents into the left-hand column. Then complete the remaining columns of the table below. Program Review Archives, PCCD and COA Strategic Goals can be found on [your program's APU home](#) page.

			Progress on goal or AUO attainment (specify: the date completed, revised, or ongoing)	Explanation or Comments (describe any revisions or impediments)
	PCCD goal advanced upon completion (#)	COA goal advanced upon completion (#)		

Assessment

AMT department assessment is done in three phases -

1. The specific curriculum must reflect any change and new mandates from the FAA.
2. Through an advisory board with members from various sectors within the Aviation Maintenance Area, currency and job applicability are addressed. Curriculum may be modified when changes are needed.
3. Internal review by the faculty in the assessment of shop projects, tools and equipment to ensure currency in practical projects and tools can keep in pace with industry's changes.

D.3, E.4

2, 5, 6

ongoing

Through the Bay Area Council work has begun working with the industry leaders and other community colleges in forming a collaboration in curriculum and job development.

Curriculum (if applicable)

The FAA has accepted the AMT curriculum as meeting Federal Mandates and covering all required topics and curriculum modules.

2. The AMT program is in the process of re-establishing an advisory board and board members from major airlines and aerospace companies have accepted the invitation to be member of the AMT advisory board.
3. An internal review of the curriculum has revealed duplications of topics, and misalignment lecture and lab contents within the approved topics.
4. During the internal assessment, it has been discovered that after extended shut down period from 2011 to 2013, the AMT program has numerous equipment and tools missing or not operational and must be replaced.
5. Internal assessment has also revealed misalignment of topics with other Bay Area's similar AMT programs.
6. The internal assessment has also covered the physical facility which has revealed numerous health and safety issues and inadequacies in the building, lightings, etc.
7. Students' interests has created long waiting list to enroll for the program; however, lack of qualified instructors in the area continues to play a major role recruitment leading to the program's inability to expand.

D.3, E.4

2, 5, 6

ongoing

due to limitation of funding, much of the required equipment applicable to current industry needed skillset is still lacking. Furthermore, limited number of full time faculty has restricted the department to expand additional cohort, or even provide consistency to current curriculum due to maximum load an adjunct instructor can teach.

Instruction (if applicable)

AN administrative review of instructor coverage with current staffing of 2 full time and 3 adjunct instructors is problematic to the success of the program due to the restricted load factor adjunct can have. Therefore, addition of 2 full time instructor is required to have stability and consistency in our course offering.

D.3, E.4

2, 5, 6

ongoing

Two (2) additional full time instructors are needed in order to have consistency and stability in the program

Student Services and Student Equity

Professional Development, Institutional and Professional Engagement, and Partnerships

member of ATEC and NCBAAB, Board member of OAM

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Other Program Improvement Objectives or AU Outcomes

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Other Program Improvement Objectives or AU Outcomes

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Q106. Please review and reflect upon the data for your program (see [Data Dashboards](#) on the left of the COA Program Review home page). Then describe any significant changes in the following items and discuss what the changes mean to your program. Focus on the most recent year and/or the years since your last comprehensive program review.

Q107. Using the [Enrollment Data Dashboard](#), review any changes in the student demographics of your students. Particularly consider changing number (or percentage) of student by age, gender, ethnicity, and special populations (foster youth, veterans, low income, students with disabilities). Comment on any changes.

Records show:

1. Gender fluctuates consistent with other AMT programs.
2. Ethnicity - there is a very significant increase in black/African American students jump from 12 in 2014 to 32 in 2017, also in Hispanic students from 22 in 2014 to 34 in 2017. This is contribute in parts to the out reach done in local events and local high schools.
3. Age group that shown significant change is the 35 to 54 age group, this is due in part to job retraining for job improvement for those who are already in the industry or reentry student in career changes.
4. Low income group has shown a slight drop from 58 to 38, out reach shall be continued to local low income communities. One of the contributing factor is the location of the program, it is not easily accessible through public transportation.

Q108. Using the [Enrollment Data Dashboard](#), review and comment about any changes in enrollment by course.

Enrollment data has shown a steady increase on overall enrollment, from the 138 in 2014 to current 178. The program has increase enrollment by an addition cohort, making it three cohorts; however, this is putting significant stress in the staffing of classes with only 2 full time faculty.

Although we can add one more cohort to maximize facility usage, we cannot maintain the current three cohorts without an addition of two more full time faculty. Staffing continues to play a major role in restricting our expanding and poses an issue in consistency in our program offering.

Q109. Using the [Productivity Data Dashboard](#), review and comment on any changes in the productivity of your program and courses.

Program and course productivity is consistent throughout averaging at 12.68 FTES, with retention and passing rate about the same from year to year.

Q110. For Student Services units, consider and comment on any changes in the number of student contacts and the success rates of the students served.

100% of the students who graduated and obtained their FAA certification have found employment in the aviation industry. The program has to put more effort in encourage students to test for their Federal certification after graduating from the program; currently there are at least 60% of graduates who have not been tested for their FAA certification.

Q111. Using the [Course Completion](#) and [Retention Data Dashboards](#), review and comment on any changes in the completion and retention rates of your program's courses.

The retention rate in the beginning classes is at 92%, but rise to 97% in later classes. This is in part due to student changing their career path after experiencing the AMT curriculum and its demanding class schedule.

Q112. Using the [Course Completion](#) and [Retention Data Dashboards](#), review and comment on any changes in the completion and retention rates of your program's **Distance Education or Hybrid** classes versus **face-to-face** (or lecture) classes. Use the DE filter. Set it to "NULL" to review only face-to-face classes.

unable to access data

Q113. Review and reflect on other program specific data or unplanned events that reflect significant changes in the program.

Q114. Using the [Equity Data Dashboards](#), please review the student success data for your program and comment upon it. Do performance gaps exist in the student success or achievement rates for disproportionately impacted students, including African-American, Hispanic/Latino, Filipinos/Pacific Islanders, foster youth, veterans, students with disabilities or other groups not listed here?

Yes

No

Q115. If differences exist, please detail the differences and describe the activities your program is making to address the differences. How will your program evaluate the effectiveness of these activities?

Q116. What curricular, pedagogical or other changes has your department made since the most recent program review?

Through program improvement in facility and quality of our working graduates, the AMT program has excellent reputation with the airlines and private aircraft industry. Since 2014, the department has received three operational aircraft, with another on its way to us this semester. These donations allow us to do more hands on projects on real machinery, students takes pride in their work resulting in better learning experience and better outcome.

Q117. Were these changes based on assessment of student learning outcomes at the course or program level?

- Yes
 No

Q118. Please identify the assessment used.

1. Outcome assessment from our graduating and graduated students (and job placement and evaluation from their new employer)
2. On going assessment through personal interview with current students.

Q119. Please describe the basis for the change if assessment was not used (choose all that apply).

Information cannot be displayed for the respondent.

Q120. Attach a summary depicting the program's progress on assessment of course and program level outcomes (SLOs and PLOs).

unable to access data/summary

Information cannot be displayed for the respondent.

Q121. Please evaluate your program's progress on assessment. What are the plans for further assessments in the upcoming academic year? Please include a timeline and/or assessment plan for the future.

Currently, student assessment is based on FAA statistic on National Norm for program completion and passing of certification by our graduates.

Information cannot be displayed for the respondent.

Q124. What does your program do to ensure that meaningful dialogue takes place in both shaping and assessing course and program level outcomes? Where can one find the evidence of the dialogue?

Close interaction with executives of local airlines (UAL and Alaska, etc.) and the aviation community, aircraft and other donations from private individuals and airlines to enhance student learning.

Information cannot be displayed for the respondent.

Q123. Describe your plans for improvement projects based upon the assessment results.

Information cannot be displayed for the respondent.

Q125. Attach evidence of these assessment results (the assessment report from [Taskstream](#), departmental meeting notes, or the assessment spreadsheet showing these results).

Unable to access data

Information cannot be displayed for the respondent.

Q126. Is your program one of the below?

Information cannot be displayed for the respondent.

Q128. For CTE Programs: Please describe any recommendations resulting from advisory committee meetings that have occurred since your last program review.

After discussion with airlines partners, Avionics is now being developed.

Information cannot be displayed for the respondent.

Q129. Is your CTE program working with a Deputy Sector Navigator?

Yes, advance transportation

Information cannot be displayed for the respondent.

Q130. Briefly describe your CTE programs' work with the Deputy Sector Navigator?

Along with Deputy Sector Navigator, three other community colleges that have similar programs and BACCC to jointly apply for Regional funding for curriculum and employment development.

Information cannot be displayed for the respondent.

Q131. Is your CTE program currently participating in any grants? Please discuss your progress in meeting the stated goals in the grant(s).

in application process only.

The question answer displayed to the respondent

Q132. **For Counseling:** What has the counseling department done to improve course completion and retention rates? What is planned for the future?

The question answer displayed to the respondent

Q134. What is the counseling department planning to do to improve course completion and retention rates in the future?

The question answer displayed to the respondent

Q133. What has the counseling department done to improve SSSP counseling services? Please discuss your progress in improving SSSP counseling services.

The question answer displayed to the respondent

Q135. **For Library Services:** Please describe any changes in the library services, collections or instructional programs since the last program review or annual program update.

The question answer displayed to the respondent

Q136. Please fill in the information below re Library Services:

The question answer displayed to the respondent

Q137. **For Student Services or Administrative Units:** Briefly describe the results of any student satisfaction surveys or college surveys that included evaluation and/or input about the effectiveness of the services provided by your unit.

The question answer displayed to the respondent

Q138. How has this information informed unit planning and goal setting?

The question answer displayed to the respondent

Q139. Briefly describe any changes that have impacted the work of your unit.

The question answer displayed to the respondent

Q146. Please find the Prior-Year Resource Utilization Self-Evaluation Template in your [Program Review home page](#), review your expenditures for 2016-17 and complete the form. Upload it here when you are finished.

The question answer displayed to the respondent

Q140. **Human Resources:** If you are requesting new or additional positions, in any job classification, please explain how new positions will contribute to increased student success:

an addition of a tenure track faculty is needed to increase the number of cohort and to ensure program stability in curriculum and class offerings.

The question answer displayed to the respondent

Q141. **Technology and Equipment:** Please explain how the new technology or equipment will contribute to increased student success:

Smart classroom for multimedia and computer base training as needed in the aviation industry.

The question answer displayed to the respondent

Q142. **Facilities:** How will this facilities request contribute to student success? Indicate whether and how facilities maintenance and

Facility need to be brought up to code and ADA compliance, not to mention repair heating and better lighting.

The question answer displayed to the respondent

Q145. Professional Development or Other Requests: How will the professional development (PD) activity contribute to student success? What PD opportunities and contributions will your program make to the college in the future?

Airlines has offered out-ternships for faculty, but, need Staff development funding for such endeavor

The question answer displayed to the respondent

Q144. Congratulations. You have completed your Annual Program Update for 2017-18. If you have completed each question in each section, you may close this tab. Your answers will be saved and submitted. Thank you!

The question answer displayed to the respondent