Program Review - Overall Report

2024 - 2027

Instructional: Real Estate

<div align="center">**2024 - 2027**</div>

Overall Trends

What overall trends do you see in success, retention, program of study, educational planning, and awards over the past 3 or more years?

The program has had great success in terms of raw numbers of students returning to the program in the last three years. In 2019-20, the total population was 116 and by 2022-23, the population had increased to 187, showing a total growth of 61% over that period of time.

Please add any relevant documents here.

Disaggregated Student Subgroups

Look at the disaggregated student subgroups in success, retention, program of study, educational planning, and awards for your area. Are there any equity gaps that you will address in the next 3 years?

With a 61% overall growth for the program in the past three years, student subgroups across the board have experienced raw growth in terms of numbers. In terms of percentages, the Hispanic population went from 51% of the total population in 2019-20 to 60% of the total population in 2022-23. The Asian population, while small in total number, went from 2% to 3% over the same period of time. The populations to experience a decrease is the White population, going from 21% to 14%, but also representing a slight increase in raw numbers. The same can be said regarding the African American population, going from 14% to 11% over the same period of time, but with a slight increase in raw numbers.

If there are any concerning trends over the past 3 or more years, or if equity gaps exist, what is your action plan to address them?

The only item of concern is regarding a significant dip in the percentage and raw numbers of African American students in the 2021-22 school year. This appears to be a one time blip as the numbers made a material improvement (though just shy of a full recovery) in 2022-23. This category needs to be watched in the next year to ascertain whether this is a one time occurrence with a full recovery or if it is the start of a trend, in which case a root cause analysis will need to be conducted.

Please add any relevant documents here.

ACBSP Accreditation Process

Program/Unit Goal
Established Goals

Goal Cycle
2024 - 2027

What are you doing now in support of this goal?
During a recent ACBSP accreditation process we developed a table that lists all of our strategic goals, the objectives as well as what we have done in support of those goals.

What are your plans (3-year) regarding this goal?
Please see the attached report titled SB&M Goals & Progress (in Microsoft Excel).

Please add any relevant documents here.

Mapping
Educational Master Plan (2020-2025): ( )
- 2025 Objective 8.2 (Planning and Development):
- 2030 Goal 1: Access:
- 2030 Goal 2: Success:
- 2030 Goal 5: Workforce and Economic Development:
- 2030 Goal 6: (Community Partnerships) :
- 2030 Goal 7: Programs:

Equity

1. Which equity-related professional development trainings have members of your area participated in to improve student learning, student support, and/or college support?

Personnel have attending a number of Flex events relating to equity. Representative examples include ACIP Model, Active Shooter Training; Cultural Weal Approach at RCCD; Student Equity Plan; Bearint Witness as an Act of Love; HSSS Student Analysis; Cultural Responsive Teaching; Disrupting Inequity; FGBTQ+; Equity Audit Results and Ethnic Studies.

2. What knowledge or skills/techniques have members in your area implemented from these trainings and what changes have you seen?

One area of focus in the last three years is to make sure images utilized on Canvas are representative of the student population. Students who have visual affirmation of their role and participation in this line of business are more likely to be receptive to the message and can readily see that it relates to them.

3. What additional equity-related professional development/trainings do you seek to better support your area?

Given the recent adoption of SB 1495 and the requirement to include an interactive participatory component on state and federal fair housing laws (and DRE's certification of NC's program), additional training on implicit bias to build upon the state mandated minimum requirements would be ideal.

Please add any relevant documents here.

2024 - 2027

Are all your courses current (within four years)?

Yes

What percentage of your courses are out of date?

0%

If you have courses that are not current, are they in the curriculum process?

No

For out of date courses that are not already in progress of updating, what is your plan?

Please note that RLE 200 was last updated in 2018, but is not an active part of the program.

Do you have proposals in progress for all the DE courses you intend to file?

No

Do you require help to get your courses up to date?

No

Please add any relevant documents here.

Outcome Mastery by Demographics

Date
03/21/2024
<u>**Observation**</u>
What did you notice?
Achievement Level
Course(s)
Overall
SLO(s)
Overall
Discussion/Analysis
Mastery is very high across the board (96%+ attainment) with the one notable exception being American Indian/Alaska Native.   This may be reflective of a very small sample size for the population (one student assessed).

Please paste any relevant screenshots here.
Please refer to Mastery by RaceEthnicity (Microsoft Excel document).
Please add any relevant documents here.

Faculty Hiring Resource Requests

2024 - 2027

Program Review Reflections

What would make program review meaningful and relevant for your unit?

The RE program is relatively small in terms of classes made available. The current process is sufficient in facilitating a meaningful review.

What questions do we need to ask to understand your program plans, goals, needs?

RE needs are limited and straight forward, so little in the way of additional questions are required. If the Legislature continues to dictate curriculum by statute as it did with SB1495, then additional information be required, but for now the status quo is appropriate.

What types of data do you need to support your program plans, goals, needs?

The current level of data is sufficient. Thank you.

If there are any supporting documents you would like to attach, please attach them here.

Submission

All parts of my Program Review have been completed and it is ready for review.

Yes

		Table 2.2.a. **Table 2.2.a. Table for Key Short-Term & Long-Term Strategic Planning**			
Key **Strategic Objectives** ***Note if Short-term (ST) or Long-term (LT)**	**Responsible Party(ies)** **(Who)**	**Action Plan -Target** **(What)**	**Time Table** **(When)**	**Process** **(How)**	**Date completed or Next Steps and OFI's**
Strategic Goal 1: *Continuous Improvement of Program/Curricular Offerings*					
Objective #1 : Deliver current curriculum with 100% of syllabi reviewed and updated in three-year cycles. (ST)	All Business Department Faculty.	To review and perform major or minor modification to 100% course outline of records (COR) on every course in the department within a 3-year cycle.	100% of the 60 Department COR's every 3 years (2022-2024)	1)Business Faculty to dicuss revisions during regular department meetings. 2)Each business faculty to review COR's in thier dsicipline area. 3)COR's are reviewed at a distroict level by faculty of all 3 colleged.	This was recently completed in Fall 2023. Will be reviewed every fall during the September department meeting
Objective #2: Modify program offerings as required to address existing market demands in the Inland Empire. (LT)	All Business Department Faculty.	To keep up to date with our current business program and course offerings. To be evaluated in our annual program review, regular department and discipline meetings, and Industry Advisory Meetings.	Comprehensive Program Review happens every 3 years, the 2024-2026 will be conducted in Spring of 2024, with submitals and reports due mid -semester in the Spring term.	1)Annual Program Review 2)Discuss and evaluate program and course offeriss at monthly during Businesss Department meetings.	Spring 2024. We will be discussing program requests at our August Department meetings
Objective #3: Periodic evaluation of new courses, topics courses, or other activities (e.g., certifications) in support of current or new programs and business trends. (LT)	All Business Department Faculty.	To review and evaluate the effectiveness of our newest course and certificate program offerings. In terms of certificate and course completions. We would expect to see a 5-10% growth in certificates issued in enterprenuership and in Non-credit courses.	Annually	1)Regular review, evaluation and discussion of new courses, topics in our department meetings. 2)Evaluation, discussion and feedback of new courses, topics, and activities in our industry advisory committee meetings	Will be reviewed and discussed annually during our November department meetings
Objective #4: Achieve and maintain levels consistent with ACBSP Accreditation. (LT)	Chair & Eric Doucette	To demonstrate continuous improvement of all our business programsthrough our partnership with ACBSP by developing business department faculty through involvement in the ACBSP trainings, webinars, and conferences.	Annually and Continuously	1) 1 Full time business faculty to attend ACBSP annual conference. 2) All business faculty to attend a webinar on their assigned standard sometime during the ACBSP accreditation cycle.	All business faculty to attend June 2024 International conference in Miami, Chamion and co-champion to also attend, region 7 meetings and conferecnes in 2024
Strategic Goal 2: *Program Offering, Growth, and Expansion.*					
Objective #1: Expand and build on existing programs to support increased enrollments, completions, and skill gains. (ST)	All Business Department Faculty.	We aim to see a 3-5% increase in enrollment, a 4- 6% increase in completions and 4-6% more degrees and certificates issued over the next 3 years.	Annually and Continuously	1)Strategic Enrollment Management grant work 2)Maximizing enrollment through Increased advertising 3)Obtaining ACBSP accreditation. 4)Implementing faculty best practices for completions. 5)Offer new programs in entrepreneurship and non-credit courses 6)Reviving Marketing and retail management programs working with local retail businesses to provide onsite courses. 7)Discussion about best practices will be done during monthly department meetings	Will be reviewed and discussed annually during our November department meetings
Objective #2: Development of new courses, topics courses, or other activities (e.g., certifications) in support of current or new programs and business trends. (LT)	All Business Department Faculty.	We would like to introduce one new program every 5 years as needed, depending on innovation and industry trends, and to expand on 1-5 new course offerings within our current programs as needed, based on growing demand and industry trends.	Every 3 years during program Review.	1)New courses & degree offered in Entrepreneurship. 2)New courses in Marketing & Retail Management	Spring 2024. We will be discussing program requests including new or expanded program sugestion at our August Department meetings
Strategic Goal 3: *Create Effective Stakeholder Partnerships*					
Objective #1: Consistent and regular interactions with local business advisory committee. (ST)	All Business Department Faculty.	To consistently hold semi-annual Norco College Advisory Committee meetings.	Bi-annually in the Spring term (March) and in the fall term (October)	1)March 17th 2023, we held our first advisory committee meeting of the current year. 2)Develop a Norco College specific advisory Committee that meets semi-annually	Our Spring (March) Business indutry Advisory will be in conjuction with an institution wide advisory breakfast. Recruitment is currently underway to connect with some of the largest employers in Norco and to invite key members to our spring advisory meeting.
Objective #2: Sponsor and support industry centric clubs to increase student peer and industry contacts. (ST)	All Business Department Faculty.	We would like to see a business related club formed in: the next 3 years	With-in the next 3 years	As on-campus attendance continues to rise after covid, we plan to connect with student leaders and stakeholders to encourage the development and support of new clubs, with the hopes of developing at least one business related club on campus in the next 12 months.	We have a goal to reestablished a club by fall 2025. This is somewhat dependent on students stepping forward, but as we continue to build a higher quality program we are confident students will rise to the occasion.
Objective #3: Establish and maintain regular contact with local Chambers of Commerce and/or other Business/Industry NGO. (ST)	Eric Doucette & Adam Martin	To play a more active role by attending meetings, gaining feedback from constituents, developing relationship with local businesses, and expanding our presence to the Eastvale chamber of commerce.	Bi-Annually and continusouly.	1) Business faulty will attend corona chamber meetings at least semi-annually 2) Business faculty will connect with Norco and Eastvale chamber within the next year.	Our CTE department, under which the school of business and management resides, currently has a strong presence at the local chambers of commerce. A business faculty member plans to attend at least one meeting in the aC fall term 2023
Objective #4: Increase students' opportunities for hands-on and real-world experiences during their studies in high impact practices, such as internships, and service learning. (LT)	All Business Department Faculty.	We would like to see enrollments in our apprenticeship program and work experience program increase by 5-10% annually, and develop a robust internship program both paid and volunteer.	Annually and Continuously	1)Work with CTE department to Increase marketing of apprenticeship program and work experience. 2)Work with CTE to regularly monitor job seeker for relevant internship opportunities 2)Encourage internship opportunities within and surrounding the advisory committee.	We need to get a current report of all our internship opportunities from the internship department, and discuss with them a of a recruitment process and period. Perhaps every fall term offer a informational seminar about internships. Also internship opportunities will be discussed at both our spring and fall industry advisory industry meetings.
Strategic Goal 4: *Faculty Development, Engagement, and Retention.*					

Objective	Responsible Party	Target/Current Status	Timeline	Action Steps	Progress/Notes
Objective #1: Continuous Course SLO assessment, Review, and Improvement. (ST)	All Business Department Faculty.	The target is 100% SLO assessment, with standardized assessment tools being created for all Business-related courses. Our current SLO assessemnt percentage is at 26.2%	Every term and Continuously	1)Business Faculty to deploy automated assessment tools in each of their courses teach over the next year 2)Create standardized assessment tools for all the multiple sectioned business courses within the next 2 years 3)Create standardized assessment tools for all business courses within the next 2 years	Our assessment committee has established a tool built directly into canvas that allows for automated SLO assessment to be done in real time. The plan is to have this system implemented by Spring of 2024 for all full-time and associate business faculty
Objective #2: Ongoing Faculty review through the Improvement of Instruction Process. (ST)	All Business Department Faculty.	We believe the current process & measures for the Improvement of Instructrion are more than adequate to prepare, develop and retain new faculty, our aim is to maintain these standards and processes.	Annually and Continuously for new and part-time faculty. Every three years and continuously for tenured faculty	Maintain currrent standards	Continuous
Objective #3: Establish relevant, timely, and consistent professional & equity development activities at the College level. (ST)	All Business Department Faculty.	Full time faculty are required to complete 24 hours of Professional development annually, 8 hours in the area of equity and diversity. We would like to encourage buiness faculty to devote 4 of the 24 hours towards discipline sepcific professional development.	Annually and Continuously	1)Discuss professional development opportunities in regular department meetings. 2)Budget for discipline and industry specific professional development. Maintain currrent standards	A majority of professinal deveolpment hours are met by the fall and sping flex events, but business faculty have flexibility to meet PD requirements. BY attending the June 2024 ACBSP conference business faculty will meet flex obligations.
Objective #4: Assess and enhance faculty mentoring program to improve acclimation of new faculty. (LT)	All Business Department Faculty.	We believe the current process for new faculty mentorship is more than adequate to prepare, develop and retain new faculty, our aim is to maintain these standards and processes.	Regular and periodic meetings with a mentor for the first three years for a new faculty.	Maintain currrent standards	As of right now only new faculty a participate in the faculty mentorship program. Discussions could be made for an ongoing mentorship program

Applied filters:Student Scores is greater than 0RaceEthnicity is not (Blank)Enrollment State is activeunitId is 783

Race/Ethni	Mastery	Students A
African-Am	100.0%	19
American I	50.0%	1
Asian	100.0%	5
Hispanic	96.2%	39
White	100.0%	13