



2016-2017 Instructional Program Review Annual Update

1. Discipline/Area Name: Clothing and Textiles-Fashion Design	For: 2018-2019
2. Name of person leading this review: Melissa Ramiro	
3. Names of all participants in this review: Melissa Ramiro	
4. Status Quo option: Year 1: Comprehensive review <input type="checkbox"/> Year 2: Annual update or status quo option <input type="checkbox"/> Year 3: Annual update <input type="checkbox"/> Year 4: Annual update or status quo option <input type="checkbox"/>	In years two and four of the review cycle, programs may determine that the program review conducted in the previous year will guide program and district planning for another year. <input type="checkbox"/> Check here to indicate that the program review report written last year accurately reflects program planning for the current academic year. (Only programs with no updates or changes may exercise the status quo option. All others will respond to questions 6 – 13.)

Number of Full-time Faculty

Number of Part-time Faculty

Data/Outcome Analysis and Use

5. Please review the subject level data and comment on trends (data is available on the [Program Review web page](#)):

Indicator	2012-2013	2013-2014	2014-2015	2015-2016	Recent trends?	Comment
Enrollment #	222	168	262	275	Increase	Enrollment increased with the edition of two new adjuncts (one former adjunct did not return), due to an increase in sections/courses offered.
# of Sections offered	12	14	17	18	Increase	Sections were able to increase due to the edition of new adjunct faculty
# of Online Sections offered	0	0	0	0	No Change	There are no online CT courses offered
# of Face-to-Face Sections offered	12	14	17	18	Increase	All CT classes are in APL 108 classroom/lab, with the current adjunct instructors
# of Sections offered in Lancaster	12	14	17	18	Increase	Same as above
# of Sections in other locations	0	0	0	0	No Change	No CT classes are offered at other locations

<u># of Certificates awarded</u>	5	7	4	5	Decrease	Although there was a slight decrease, the numbers should continue to improve with more sections offered.
<u># of Degrees awarded</u>	6	5	2	2	Decrease	ALL CT instructors must do a better and more consistent job at marketing the program and ALL classes offered. The decrease shows a lack of encouragement to persist through the program, and counseling students on employment possibilities with a degree.
Subject Success Rates	79.3	77.6	67.2	71.9	Decrease	The dip in success rates can be due to many factors; students not wanting to complete the program, new instructor's understanding of the grading system and relevance to COR, students requiring additional help with coursework, but unable to access equipment needed to complete assignments, compliance with grading rubrics.
Subject Retention Rates	93.2	81.3	89.2	90.5	Increase	CT has increased the retention rate per course, but needs to do a better job on encouraging persistence through the program and ALL courses.
Full-time Load (Full-Time FTEF)	0	0	0	0	No Change	There is no full-time faculty in CT, even though many requests have been made, data supports the addition of a FT faculty, and the current program governance management has sufficed.
Part-time Load (Part-time FTEF)	1.68	1.92	2.22	2.52	Increase	More adjuncts with full loads due to more sections.
PT/FT FTEF Ratio	4/0	4/0	4/0	5/0	Increase	Only part-time instructors/no full-time faculty in CT

#	Indicator	Comments and Trend Analysis
7.	If applicable, report program/area data showing the quantity of services provided over the past four years (e.g. # of workshops or events offered, ed.plans developed, students served)	<p>For the past 4 years, the CT program has facilitated a fashion club, with one instructor serving as the advisor. The Fashion club has sponsored a fall fashion show and grown in members. The Fashion and Costume club has had issues with when to have meetings. Due to the increase in sections, the classroom/lab is not open as often as needed.</p> <p>In spring 2016, several adjuncts offered “open Lab” on Fridays to assist those students who do not have machines or equipment at home to help complete projects. Students were able to access school equipment and complete garments for the spring fashion show. The comments from the crowd, advisory members, and students alike were that the projects were much improved and there were more students who were able to finish garments and participate in the fashion show.</p> <p>In Fall 2016, CT started the advanced classes with “in-class” tutor, as well as offering supervised tutoring hours in the tutoring lab (complete with sewing equipment). The in-class tutor was able to offer assistance in the upper-division, more difficult concept courses. The data showed an improvement for the success rates for both CT 200 and CT 222. Students felt more encouraged and better prepared to continue on to the capstone courses.</p>
8.	Student success and retention rates by equity groups within discipline	<p>Review and interpret the subject data by race/ethnicity and gender. Identify achievement gaps. List actions that are planned to meet the Institutional Standard of 69.1% for student success and to close achievement gaps:</p> <p>There were a number of issues that have appeared from the Fall 2015/Spring 2016 data provided;</p> <p>CT has been able to retain more males than females. However, there is still disparaging success rates among black and Hispanic males and 2 or more races females’ success rates, 40%, 50%, and 40% respectively. Just retaining these students, does not mean that they are successful. Therefore, CT instructors must do a better job on monitoring these specific groups and communicate as to how to address the far below standard AVC has set. Perhaps more open lab time, perhaps in-class tutoring, or even instructor training to help identify problem areas. There was also an increase in ethnicity/language barrier groups among females, for the past 3 years. The tutors and most adjuncts are English speakers. There are no translating services for the students who do not have English as the primary language (non-Hispanics). These barriers could account for the sharp decrease amongst the female (2 or more) group.</p> <p>In spring 2016 all but one class met or exceeded the institutional Standard of 69.1%. the CT 212 success rate of 57.1% will need to be monitored and place clear identifiers on the success rate of the students. The instructor reported that several students stopped showing up for class after</p>

		<p>the drop deadline has passed, did not turn in homework or projects, or simply asked to fail so they could take the course again. These issues are also contributing to this number.</p> <p>There was a marked improvement in the success rate for both “capstone” courses; CT 214 at 90%, and CT 243 at 90%, was clear indicators that the students additional time to access the lab and the instructor on “open lab” days increased the success rate for the students.</p> <p>CT 105 retains many students, but barely squeaks by with a success rate of 68.2% in spring 2016. Again, instructors must keep an eye on these numbers as those students have only begun the program and need to be encouraged and instructed on what the CT program has to offer.</p> <p>Adjunct instructors would be best served to familiarize themselves with the program and ALL classes it has to offer.</p>
9.	<p>Career Technical Education (CTE) programs: Review the labor market data on the California Employment Development Department website for jobs related to your discipline.</p>	<p>Comment on the <u>occupational projections</u> for employment in your <u>discipline</u> for the next two years and how the projections affect your planning:</p> <p>California EDD reports in the article titled “Top 5 trends in employment for 2017”, that the digital sector will see maximum growth, social media will play an important role in hiring, and millennials will take up senior posts, because of their current digital backgrounds. Therefore, it is imperative that CT stay on trend with advancing students skills of the CAD system, use of digital portfolio/project presentations, and to increase assignments and/or interaction through social media. Teachers cannot afford to be stuck and not promote students skills for better employment opportunities. The EDD site also referenced the increase in salaries for most positions with higher Ed degrees and certificates.</p> <p>Upon reviewing the data for specific positions within the field of Fashion; Retail still remains strong in both California and LA county. Under the top code 130320-Fashion Merchandising-under the subsection Retail Buyers, the site showed annual openings of 850 state wide and 244 in LA county. The same top code and sub section marketing managers was also high with 1510 state wide and 228 projected for LA county. Fashion Designers (130310) was a surprising 300 jobs projected for the state of California with 185 of those projected for LA county alone. The least favorable numbers were under Fashion Production (130330) with only 20 job openings projected apiece state wide under Pattern Makers and Textile/Apparel workers. A post-Secondary teacher under Art, Drama, and Design was also favorable. Costumers, Tailors, and Alterations specialists fell under many different categories, such as Technical theater, Apparel workers, and Small business Entrepreneurs. Although business is usually favorable, it was unclear as to the success of “Fashion” related businesses would be.</p> <p>CT will continue to strive to introduce, instruct, and encourage students and graduates to persist and earn their certificate/degree, use current multimedia applications to complete assignments,</p>

and stay current and relevant with social media, websites, and electronic sourcing/instruction/assignments to best prepare graduates with employment opportunities. It should be noted, however, upon verifying the current “Fashion programs” at CA state schools, Antelope Valley College was not listed and does not have a current viable program. AVC is the only community college to offer the fashion program in the central CA area. Students have an easy commute to schools such as FIDM and CSUN, among others, for ease of transferring to obtain a higher degree. The fashion district, as well as the film and television industries, shopping meccas, as well as a bustling costume arena, helps to make LA county a prime location for the fashion program. A full-time faculty would benefit the program with better coordination through these opportunities and transfers alike.

10. Cite examples of using action plans (for SLOs, PLOs, OOs, ILOs) as the basis for resource requests and how the allocation of those resources or other changes resulted in improved outcomes over the past four years.

SLO/PLO/OO/ILO	Action Plan	Current Status	Impact of Action
CT 100, 105, 110, & 114 action plans-2012-2015/CT 105 & 110 action plan 2016; PLO's #1-4 action plans, 2012-2015, #1-5, 2016	A full-time faculty member is requested to better facilitate consistent office hours, for improved student interaction, as well as improve communication between instructors as well. Even though adjunct can offer four hours of office hours per semester, this hardly seems beneficial to students, especially since not adjunct offer office hours. The program would benefit from a full-time faculty member who would have time to devote to developing new courses, revising COR's, providing training for new adjunct, and just being available to answer questions. There have been some new procedures set in place, but without a consistent check, issues have come up that have negated the progress that should have resulted from these procedures. It is imperative to hire a full-time faculty for the Clothing and Textiles-Fashion Design program.	Ongoing	There are currently five adjunct instructors in the CT program. CT has been moved through several divisions/Deans/Admin assistants, and with all the moving the instructors have enough trouble trying to keep up with all new procedures that should be relayed through the full-time faculty member. A full-time faculty will improve communication between instructors and administration, could possibly open lab hours to assist students with on-time completion of projects, and be able to offer more office hours for better student interaction/counseling. A full-time faculty member would be better able to evaluate adjunct instructors as they are more familiar with the program. The new-hire, initial evaluations could catch some issues as they come up so not to leave them until the next evaluation. Students would benefit from a full-time faculty member as they are more likely to interact with industry and assist with job placement opportunities. A full-time faculty member has been requested since the previous faculty retired in 2009.
CT 105, 110, 222	Review, revise, and update COR's and SLO's for	Completed	Each instructor was given a chart of complete

action plans, PLO #1-2 action plans 2012-2015	approval through AP&P. The COR's must be revised and updated as do the SLO's. The syllabi must reflect the current COR and SLO. Each instructor must comply with correct assessment data as required.		assessment data as required for each class. Each instructor was also given complete timeline instructions as to when data was required, signed forms were required, and to which procedure was in place for each class. The intention was to assure compliance.
CT 105, 110 action plans- 2012-2016	Revise the safety exam for equipment and tools. Instructors must be aware of proper use and maintenance for all equipment within the classroom. Instructors must use the audio visual equipment for demonstrations to increase student comprehension and clarity. Instructors must collect student signature forms for all equipment issued to and for student use. Students may not move from one machine to the next. All equipment is assigned.	Ongoing	The repair and maintenance account has risen drastically in the past 3 semesters. There is a need for room reconfiguration to enhance the learning environment while maintaining safety. Students must demonstrate safe practices on all machines and equipment. A Facility Alteration and Improvement Request (FAIR) form was submitted and approved, to remodel the current classroom for safe practices. Students sign forms of understanding that clearly define how each piece of equipment is to be used and stored. It is up to each instructor to enforce these policies.

11. Review the goals identified in your most recent comprehensive self-study report and any subsequent annual reports. Briefly discuss your progress in achieving those goals.

Goals/Objectives	Current Status	Impact of Action (describe any relevant measures/data used to evaluate the impact)
Hire a full-time faculty member to replace the (retired) position from 2009	Ongoing	Requesting a full-time faculty member to complete all program coordination duties as well as increase instructor communication and compliance. The previous full-time faculty retired in 2009. An adjunct has been completing several clerical (governance) duties; however, the CT program is not represented on committees, nor has steady office hours to assist students with projects and counseling. There are delicate as well as expensive equipment that needs to be maintained and serviced, and has been difficult to keep up with on a part-time basis. One of the biggest job opportunities as identified through EDD was Post-Secondary Instructor. The students don't even consider this as there has been no promotion nor probability for promotion and therefore has turned students off from the program. The program as well as students would benefit from a full-time faculty through increased success, counseling, and compliance to college expectations.

		<p>Briefly discuss your progress in achieving those goals: Although the Dean has the administrative management over all programs, full-time faculty assist the Dean and the Department chair with several things concerning programs. Even though the current adjunct has filled in for the clerical (governance) duties, the issues of industry standards, COR revision, new course preparation, purchasing, instructor interactions, all would benefit and improve with the addition of a full-time faculty. Students would benefit with direct counseling as well as open lab/office hour inclusion for prompt completion of assignments. All adjuncts would have a direct source for assistance as well.</p>
<p>Please describe how resources provided in support of previous program review contributed to program improvements: We are maintaining our request for full-time faculty.</p>		

12. Based on data analysis, outcomes, program indicators, assessment and summaries, list discipline/area goals and objectives to advancing district Strategic Goals, improving outcome findings and/or increasing the completion rate of courses, certificates, degrees and transfer requirements in 2018-2019. Discipline/area goals must be guided by **district Strategic Goals** in the Educational Master Plan (EMP), p.90. They **must be supported by an outcome or other reason (e.g., health and safety, data analysis, national or professional standards, a requirement or guideline from legislation or an outside agency).**

Goal #	Discipline/area goal and objectives	Relationship to Strategic Goals* in Educational Master Plan (EMP) and/or Outcomes	Action plan(s) or steps needed to achieve the goal**	Resources needed (Y/N)?
#1	Increase student success in CT courses by 5%	*2. Increase efficient and effective use of all resources: Technology, Facilities, Human Resources, Business Services 5.Align instructional programs to the skills identified by the labor market	Maintain two instructors' trained on the CAD system, incorporate the CAD system into classes. Utilize instructors' knowledge of computer illustration software to maintain current and relevant use and understanding of software as related to fashion technologies. Utilize online sourcing for research on projects and assignments. Reduce the number of obsolete machines, machines/tools needing service, and re-engineer a lab with current similar model machines in working order, that have ease of operation, yet provide for advanced techniques. Expand on industrial machines to maintain industry standards Expand and reconfigure the current classroom/lab area to provide a safer, more efficient means to demonstrate and learn within the classroom and to	Yes

			provide better space utilization and storage for equipment and tools.	
#2	Increase students' advancement and employment opportunities in the industry.	*2. Increase efficient and effective use of all resources: Technology, Facilities, Human Resources, Business Services - Supporting PLO(s), SLO(s), OO(s), ILO(s) 5.Align instructional programs to the skills identified by the labor market	Develop a new course to utilize the CAD system, Photoshop and Illustrator. Purposed expansion and development of a new joint computer lab for Clothing and Textiles-Fashion and Interior Design programs to support the updated technology requirements for these programs. CAD, drafting, 3D printing for interior models and fashion fabrics/garments increases students' exposure to the latest technologies to enhance employment opportunities. A shared computer lab will also benefit both programs through better space utilization for equipment within the original classrooms/labs.	Yes
#3	Increase the number of CT students by 10%	*2. Increase efficient and effective use of all resources: Technology, Facilities, Human Resources, Business Services - Supporting PLO(s), SLO(s), OO(s), ILO(s) 5.Align instructional programs to the skills identified by the labor market - Other Reasons	Create social media sites to enhance program exposure.	Yes

****Action plan verbs: *expand, reduce, maintain, eliminate, outsource, reorganize, re-engineer, study further, etc.***

13. Identify significant resource needs that should be addressed currently or in near term. For each request type identify which **discipline/program goal(s) from #12 guide this need.**

Indicate which Goal(s) guide this need	Type of Request (Personnel ¹ , Technology ² , Physical ³ , Professional development ⁴ , Other ⁵)	New or Repeat Request?	Briefly describe your request here	Amount, \$	One-time or Recurring Cost, \$?	Contact's name
#1, 2, 3	Personnel	Repeat	Hire a full-time faculty member to oversee the coordination of the program as well as enhance the teaching environment	\$92,000 approx.	Recurring	Dr. O'Neil/Dr. Shafer

#1, 2, 3	Physical	New	Room reconfiguration and possible construction, new audio/visual equipment, new chairs for safe and enhanced learning environment Create joint computer lab for CT and ID program use. CAD, drafting, 3D printing, and computer illustration in a designated lab to enhance the technological advancements of both programs.	\$3,000-unknown	One-time	Melissa Ramiro/Leslie Baker
#1, 2, 3	Technology	Repeat	Maintain two Instructors' trained on the CAD system and digital illustration for inclusion in select instruction. Maintain licensing on the CAD system for instructional use.	Approx.. \$3,500 per training. GerberU classes varies	Recurring	Melissa Ramiro/ITS

¹List needed human resources in priority order. For faculty and staffing request attach Faculty Position Request form.

²List needed technology resources in priority order.

³ In priority order, list facilities/physical resources (remodels, renovations, or new) needed for safer and appropriate student learning and/or work environment.

⁴List needed professional development resources in priority order. This request will be reviewed by the professional development committee.

⁵List any other needed resources in priority order.