

Program Review & Planning (PRP)

PART 1: BASIC PROGRAM INFORMATION

Program Review is a self-study of your discipline. It is about documenting the plans you have for improving student success in your program and sharing that information with the college community. Through the review of and reflection on key program elements, program review and planning identifies program strengths as well as strategies necessary to improve the academic discipline, program, or service to support student success. With that in mind, please answer the following questions:

Discipline Name:	Anthropology
Department Name:	Behavioral Sciences
Division Name:	Social Behavioral Sciences

Please list all participants in this Program Review:

Name	Position
James Eighmey	Faculty
Anne-Marie Mobilia	Faculty
Marlo Willows	Faculty

Number of Full Time faculty	Four	Number of Part Time Faculty	14
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Please list the Classified positions (and their FTE) that support this discipline:

ADA 100%

What additional hourly staff support this discipline and/or department:

(Variable depending upon funding)

Discipline mission statement ([click here for information on how to create a mission statement](#)):

The mission of the Palomar Anthropology A.A., AA-T degrees, and archaeological certificates is to expose students to the holistic study of anthropology, to prepare them for employment in related fields, and to provide a firm educational foundation in anthropology. This is accomplished by providing classroom instruction, laboratory experience, and fieldwork opportunities within the four fields of anthropology: biological, cultural, archaeology, and linguistics.

List any new degrees and certificates offered within this discipline since your last comprehensive review:

As of Spring 2017 the AA-T became effective.

Discipline Level Data: <https://sharepoint2.palomar.edu/sites/IRPA/SitePages/PRP%20Summary%20Source.aspx>

PART 2: PROGRAM REFLECTION

1. Program Analysis:

Reflect upon and provide an analysis of your summary data.

While our enrollment numbers slightly declined from Fall 2010 to Fall 2015, the rate of decline was similar to the rate of decline for Palomar College as a whole. In Fall 2016 our numbers stabilized and we expect our numbers to increase for Fall 2017. In Fall 2015 the Part-Time/Total FTEF % was high at 75.89%; to remedy this issue Marlo Willows was hired. As expected, this number dropped in Fall 2016 to 46.53%. However, with Phil de Barros's retirement in Fall 2017, we expect our Part-Time/Total FTEF % to increase dramatically in Spring 2018. Additionally, we still rely primarily on part time faculty for the following classes: Cultural Anthropology (Anth 105); Magic, Witchcraft and Religion (Anth 135); Language and Culture (Anth 107); Historical Archaeology (Anth 225); Advanced Archaeological Survey (Anth 220). We would greatly benefit from another full-time faculty member to not only lower our Part-time/Total FTEF % but also support our AA-T and AA Archaeology degrees and certificate programs. To remedy these issues we will be submitting a faculty request form in Spring 2018.

In both Non-Distance and Distance Education Courses, our success rates have increased from Spring 2016. In Non-Distance Education Courses the success rate increased from 68.6% in Spring 2016 to 78% Spring 2017. In Distance Education courses the success rate increased from 52.8% in Spring 2016 to 67.4% Spring 2017. Our total success rate increased from 64.3% in Spring 2016 to 75.5% in Spring 2017. This increase in total success rate is consistent with the College's success rate increases. Between Spring 2012 and 2017 our average retention for Non-Distance education is 94%.

We awarded a total of 6 degrees and certificates in Spring 2017. We have a very committed group of students in anthropology and archaeology with a very high retention rate; however they tend to transfer without applying for a degree/certificate. We therefore expect this number to increase with the new AA-T in Anthropology.

2. Standards:

ACCJC requires that colleges establish institutional and program level standards in the area of course success rates. These standards represent the lowest success rate (% A, B, C, or Credit) deemed acceptable by the College. In other words, if you were to notice a drop below the rate, you would seek further information to examine why the drop occurred and strategies to address the rate.

Discipline Level Course Success Rate:

- A. The College's institutional standard for course success rate is 70%.**
- B. Review your discipline's course success rates over the past five years.**
- C. Identify the minimum acceptable course success rate for your discipline. When setting this rate, consider the level of curriculum (e.g., basic skills, AA, Transfer) and other factors that influence success**

Standard for Discipline Course Success Rate:

70

Why?

Our average success rate has fluctuated slightly between 64.3% and 75.5% for the last six years. Our success rate for Spring 2017 is 75.5%.

3. Program Update:**Describe your proudest moments or achievements related to student success and outcomes.**

The following achievements related to student success and outcomes include:

- A complete inventory, cataloging, and labeling of all the anthropology lab material was conducted in Fall 2016 and Spring 2017. This massive project makes the material easily accessible to students and faculty, enhances the lab classes, and improves student learning.
- In Fall 2016 and Spring 2017, the Anthropology department hosted an Advisory Board for local anthropology-interest groups. These interest groups include faculty from other anthropology programs, faculty from American Indian Studies, members from CRM firms, and representatives from environmental companies. The advisory board allowed us to evaluate our program to see what could be improved or modified.
- Marlo Willows participated in the STEM Conference at Palomar College in Spring 2017, which partnered with GEAR UP Partnership Program and Encuentros Leadership. She developed a short program about forensic anthropology which included hands-on demonstrations and laboratory activities.
- The anthropology department is hosting the 2017 Exploring Darwin conference. This year's conference features professors from UCSD, USD, SDSU, CSUSM, and Palomar College. This conference has been a great way to promote the anthropology department at Palomar College as well as educate Darwin's theory of evolution.
- We created banners for Anthropology and Bioarchaeology that have been used to promote our department in various outreach projects.
- The first year of the Summer Academy successfully bridged content from Philosophy and Archaeology. We expect future years to be even more successful.
- In Spring 2017 multiple anthropology faculty visited various local high school for promotion and outreach for anthropology.
- In Spring 2017 the Anthropology Club met each week and participated in several outside anthropology events including a seminar with the philosophy club.
- We had several students from the archaeology courses present papers at professional archaeological conferences.

4. Program Improvement:**What areas or activities are you working on this year to improve your program? Please respond to new data as well as feedback from last year's program review.**

- We are re evaluating, and rewriting all our SLOs and assessments. We plan to assess all courses offered in Spring 2018 and repeat the cycle every three years.
- We have started to reevaluate and edit course descriptions to make the writing style consistent.
- We are updating CORs with textbook information (zero textbooks).
- Another Exploring Darwin was organized for Fall 2017 and will be held in November.
- After last year's successful Palomar Archaeology Anniversary, we aim to create an annual Anthropology/Archaeology day where we have exhibits, tables, and talks about the local and global importance and application of anthropology.
- We plan to market the Student Anthropology Club.
- We intend to continue advisory meetings with anthropology departments at four year colleges and the community.
- We will continue the upkeep and maintenance of the biological anthropology lab inventory and classroom. In addition, with new inventory expected, there is a need to label, catalogue, curate, and provide quality displays.
- We have proposed a Summer Academy course in archaeology.
- We intend to apply for an additional faculty member to maintain our program after the retirement of professor Debarros.
- As biological anthropology labs are growing, we are in great need and will apply for funding for a staff member or T.A. to help with lab set-ups, lab clean-ups, and maintenance
- We plan to continue our outreach program at high schools and local universities.
- In archaeology we plan to submit student and faculty papers for publication based on our work at Penasquitos archaeological site.

We do not have feedback from last year's program review since we completed the annual review and not the comprehensive form.

5. Unanticipated Factors:**Have there been any unanticipated factors that have affected the progress of your previous plan?**

In the past two years, each semester a faculty member has been on sabbatical or on research leave. This has diminished our ability to staff classes with full-time faculty. The overall decline in enrollment has also made it difficult to fill our more specialized classes and to retain qualified part-time faculty. Courses being cancelled has negatively impacted our program as students are going to other colleges (MiraCosta) to take general courses. We anticipated that by this time enrollment levels would have increased which would have allowed us to expand our course offerings back to pre-2008 levels. We believe we have a very strong program which attracts students to Palomar but the trend of low enrollments across the college has directly impacted the program. We intend to continue offering our range of course offerings to fulfill general and transfer requirements, vocational training (archaeology certificates), and community interest.

Due to safety issues, Prehistoric Archaeological Excavation (Anth 205), Historical Archaeological Excavation (206), Archaeological surveying (Anth 210), and Advanced Archaeological Surveying (Anth 220) cannot accommodate more than 20 students. The class maximums should be lowered to reflect actual safe practices in field and laboratory archaeology courses.

6. SLOACs:

Describe your course and program SLO activities this past year. How have you used the results of your assessments to improve your courses and programs? Refer to the SLO/PRP report – <https://outcomes.palomar.edu:8443/tracdat/>

We are in the process of reevaluating and creating new SLOs for each course. Full-time faculty have been working with the SLOAC Behavioral Sciences coordinator to create an efficient course of action. We are creating a Google Document where the SLOs will be maintained, and each faculty member can easily update the document as assessments are completed. This will provide a simplified system, and will produce more accurate results. Our next planned assessment is Spring 2018. Anthropology was recently approved for the new AA-T and we are having ongoing conversations about our program SLOs and articulation.

PART 3: PROGRAM GOALS

1. Progress on Previous Year's Goals: Please list discipline goals from the previous year's reviews and provide an update by placing an "X" the appropriate status box .

Goal	Completed	Ongoing	No longer a goal
Begin Hiring process for Anthropology Faculty Cultural and Archaeology		X	
Secure stable funding for Anthropology Teaching Assistants		X	
Expand and replace Physical Anthropology Teaching Collections at San Marcos and Satellite Campuses (North and South)		X	
Replace Aging Archaeology Equipment		X	
Establish Advisory Council	X		

2. New Discipline Goals: Please list all discipline goals for this three-year planning cycle (including those continued from previous planning cycle):

Goal #1	
Program or discipline goal	Begin Hiring process for Anthropology Faculty Cultural and Archaeology

ANNUAL PROGRAM REVIEW AND PLANNING

Strategies for implementation	Submitted Faculty Request Forms for 2017-18 and will for 2018-19
Timeline for implementation	2018-2019
Outcome(s) expected (qualitative/quantitative)	Two new faculty hires, Cultural and Archaeology
Goal #2	
Program or discipline goal	Secure stable funding for Anthropology and Archaeology Lab Technicians/Teaching Assistants and Archaeology Equipment. For safety issues, reduce class maximums to 20 students for Archaeology excavation and survey courses (Anth 205, 206, 210, 220).
Strategies for implementation	Ask for a standing line item for Lab Technicians/Teaching Assistants and another for expendables. Solicit a one-time replacement funding for new survey equipment. Address class maximums with VPI, Dean, and Union.
Timeline for implementation	2018-2019
Outcome(s) expected (qualitative/quantitative)	Approximately \$4500 ongoing for TAs and \$8,000 for equipment replacement which will help maintain our relevance in Archaeology instruction. Archaeology excavation and survey course maximums to reduce to 20 students to address safety issues.
Goal #3	
Program or discipline goal	Expand and replace Biological Anthropology Teaching Collections San Marcos and South San Diego Campuses
Strategies for implementation	Request funds for casts of recent fossil finds and create a teaching collection for South San Diego Campus (STEAM)
Timeline for implementation	2018-2019
Outcome(s) expected (qualitative/quantitative)	Provide students in the South Education Center courses in Biological Anthropology which requires a teaching collection of skeletal material. This will help promote Palomar as a regional instructional leader in Anthropology and Archaeology.

PART 4: FEEDBACK AND FOLLOW-UP

Thank you Marlo, Anne-Marie, and Jim for your thoughtful annual review. This document provides a good overview of your discipline and your goals are relevant to Anthropology's needs and future success. (ML)

Confirmation of Completion by Department Chair

Department Chair	Michael Lockett
Date	November 4, 2017

*Please email your Dean to inform them that the PRP has been completed and is ready for their review

Reviewed by Dean

Reviewer(s)	Justin Smiley
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ANNUAL PROGRAM REVIEW AND PLANNING

Date	11/21/2017
1. Strengths and successes of the discipline as evidenced by the data and analysis:	
Great work with outreach/inreach events including Darwin Days, Advisory Boards and Anthropology Club.	
2. Areas of Concern, if any:	
None. Excellent and comprehensive!	
3. Recommendations for improvement:	
none	

***Please email your VP to inform them that the PRP has been completed and is ready for their review**

Reviewed by Vice President	
Reviewer(s)	Jack S. Kahn, Ph.D.
Date	1/25/18
1. Strengths and successes of the discipline as evidenced by the data and analysis:	
<ol style="list-style-type: none"> 1. Program analysis is excellent and an excellent inclusion of data 2. Success rate changes are great- would love more detail in relation to this in terms of learning about the changes (what you are doing that is helping etc.) 3. A lot to be proud of in the program updates- I'm very excited about the growth of the club 4. Update on areas you are working on is well presented and informative 5. Well done overall review here, summarized well and good use of data 6. Advisory board continuance and follow up with the community will provide opportunities to add additional students to benefit from this strong program 	
2. Areas of Concern, if any:	
<ol style="list-style-type: none"> a. SLO section would be stronger with mentioning specific SLOS, outcomes, and how those outcomes had helped identify any needed changes etc. Perhaps the revamp necessary makes reporting that info difficult. 	
3. Recommendations for improvement:	