Annual

Program

Of

AA/AS Liberal Studies

For

2019 - 2020

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# 1.0 Program Data and Resource Repository

1.2 Quantitative and Qualitative Data

All programs are provided with the most recent two years of data by the Office of Institutional Research (IR) as well as two-year budget data provided by the Business Office.

The data sets provided by the Office of Institutional Research include the following elements for the most recent two (completed) academic years:

* Number of Faculty (Full Time; Part Time; Total)
* Student Credit Hours by Faculty Type
* Enrollment by Faculty Type
* Faculty Name by Type
* Average Class Size, Completion, and Attrition
* Course Completion, Success and Attrition by Distance Learning v Face-to-Face
* Number of Degrees/Certificates Awarded
* Number of Graduates Transferring (if available from IR)
* Number of Graduates Working in Related Field (technical programs only)
* Expenditures and Revenues

Additional data may also be available for reporting from the Office of Institutional Research, as applicable. Requests for additional data must be made through a data request.

*(See Section 1.2 in the Program Review Handbook for more information.)*

### Narrative:

Liberal Studies Program Review Data AY 2019

Looking at all courses listed on the Liberal Studies Degree Plans

**Number of Faculty:**

 full time 24

 part time 42

**Enrollment & Student credit hours by Faculty type:**

Full time: 668 total credit hours taught, with 3382 total students enrolled

Part time: 337 credit hours taught, 1645 total students enrolled

**Average Class size:**

15.5 students in Face-to-Face classes

15.2 students in online classes

15.4 students across all courses

**Completion rates:**

93.1% face-to-face

87.9% online

91.7% all courses

**Pass (‘D’ or better) rates:**

89.4% face-to-face

79.7% online

87.0% all courses

**Pass (‘C’ or better) rates:**

82.1% face-to-face

74.3% online

80.1% all courses

**Number of Majors:** 69 AA (8 returned in Fall 2019); 163 AS (22 returned in Fall 2019)

**Degrees Awarded:** 11 AA; 34 AS

# 3.0 Assessment of Student Learning Outcomes

3.2 Significant Assessment Findings

The program faculty should provide a narrative overview of the program's significant student learning outcomes assessment findings, any associated impact on curriculum, as well as any ongoing assessment plans. The program may attach data charts, assessment reports or other relevant materials. *(See Section 3.2 in the Program Review Handbook for more information.)*

### Narrative:

The program has a good pass rate as indicated by the data and its core classes place a clear emphasis on communication, an area where students seem to be developing across the Liberal Studies curriculum. Furthermore, it is clear that students have an understanding of how to access pertinent information, dissect critical from superfluous information, and utilize said information to analyze how people interact within society.

4.0 External Constituency and Significant Trends

An important component of maintaining a superior program lies in awareness and understanding of other possible factors that may impact the program and/or student outcomes. After consideration of these other factors, program faculty should document the relevant information within this section. As applicable, this should include the following.

## 4.1: Program Advisory Committee:

### Narrative:

* Include Advisory Member Name/ Title/ Organization/ Length of Service on committee; note the Committee Chair with an asterisk (\*).
* Upload meeting minutes from the previous spring and fall semesters and attach in the appendices section (10.0).

Not applicable in the Liberal Studies Program

## 4.2: Specialized Accreditation:

### Narrative:

* Include Accrediting Agency title, abbreviation, ICC contact; Agency contact, Date of Last Visit, Reaffirmation, Next Visit, FY Projected Accreditation Budget.
* Upload the most recent self-study and site visit documents.
* Upload agency correspondence which confirm accreditation status.

Not applicable in the Liberal Studies Program

## 4.3:  Other:

Discuss any external constituencies that may apply to the program.  *(See Section 4.3 in the Program Review Handbook for more information.)*

### Narrative:

Not applicable in the Liberal Studies Program

# 5.0 Curriculum Reflection

 5.1 Reflection on Current Curriculum

The program faculty should provide a narrative reflection that describes the program’s curriculum holistically. The following are prompts formulated to guide thinking/reflection on curriculum. While presented in question form, the intent of the prompts is to stimulate thought and it is not expected that programs specifically answer each and every question.

* Is the curriculum of the program appropriate to the breadth, depth, and level of the discipline?
* How does this program transfer to four-year universities? (give specific examples)
* What types of jobs can students get after being in your program? (Please use state and national data)
* How dynamic is the curriculum? When was the last reform or overhaul?
* In the wake of globalization, how “internationalized” is the curriculum?
* How does the program assess diversity?
* Does the program have any community-based learning components in the curriculum?

### Narrative:

The Liberal Studies degree program was not intended for students to be able to transfer to another institution as meeting all the first two-year requirements of a bachelor’s degree. It is more aligned for attainment of 60 credit hours to move on to another institution. We do have certain courses that are required through the Kansas Board of Regents, which has been reflected in the updated curriculum.

5.2 Degree and Certificate Offerings or Support

Program faculty should list what degrees and certificates are offered and/or describe how the program curriculum supports other degrees and/or certificates awarded by the college.

### Narrative:

The Liberal Studies degree program is offered as an Associate of Science or Arts.

# 8.0 Fiscal Resource Requests/Adjustments

8.1 Budget Requests/Adjustments

Based on program data review, planning and development for student success, program faculty will complete and attach the budget worksheets to identify proposed resource needs and adjustments. These worksheets will be available through request from the college’s Chief Financial Officer.  Program faculty should explicitly state their needs/desires along with the financial amount required.

Programs should include some or all of the following, as applicable, in their annual budget proposals:

* Budget Projections (personnel and operation)
* Position Change Requests
* Educational Technology Support
* Instructional Technology Requests
* Facilities/Remodeling Requests
* Capital Equipment
* Non-Capital Furniture & Equipment
* New Capital Furniture & Equipment
* Replacement Capital Furniture & Equipment
* Other, as applicable
* Accreditation Fee Request
* Membership Fee Request
* Coordinating Reports

 Resource requests should follow budgeting guidelines as approved by the Board of Trustees for each fiscal year. The resource requests should be used to provide summary and detailed information to the division Dean and other decision-makers and to inform financial decisions made throughout the year.

### Narrative:

No change in the operational budget for the Liberal Studies degree are necessary at this time. The primary consideration is the update and modernization of teaching spaces.

# 9.0 Program Planning and Development Participation

9.1 Faculty and Staff

Program faculty will provide a brief narrative of how faculty and staff participated in the program review, planning and development process. List the preparer(s) by name(s).

### Narrative:

No faculty are assigned specifically to this degree program. The program review was provided by the VPAA.

9.2 VPAA and/or Administrative Designee Response

After review and reflection of the *Comprehensive Program Review* or the *Annual Program Review*, the Division Chair and VPAA will write a summary of their response to the evidence provided. The Division Chair and VPAA’s response will be available to programs for review and discussion prior to beginning the next annual planning and development cycle.

### Narrative:

The Liberal Studies degree program was reworked in Fall 2018 and, at this time, no changes in the degree program are necessary. Mark Allen, VPAA. Dec. 2019

# 10.0 Appendices

Any additional information that the programs would like to provide may be included in this section.