

# Ohlone College

## Program Review Report

- **Program Description and Scope:**

- *Program Review Title:* Work Experience Education
- *Academic year:* 2015/2016
- *Review Type:* Instructional Disciplines
- *Program/Departments:* Work Experience Education (08002)
- *Authority Code:* 53-Dean, Business, Technology, and Learning Resources
- *External Regulations:* Yes X No \_

*Describe:*

Title 5

- *Provide a brief narrative that describes the instructional program/discipline:*

This program provides students opportunities to learn about specific careers through on-the-job training and the ability to develop associated job skills.

- **College Mission:**

- *Mission Statement:*

Ohlone College responds to the educational needs of our diverse community and economy by offering high quality instruction supporting basic skills, career development, university transfer, and personal enrichment and by awarding associate degrees and certificates to eligible students in an innovative, multicultural environment where successful learning and achievement are highly valued, supported, and continually assessed.
- *Program Relation to College Mission:*
  - Career Entry (CTE)
  - Personal Enrichment
- *State Your Program Mission/Purpose:*

The WEX program supports the college mission, vision and values by providing students with valuable work experience, specific to the local area and employer needs. By partnering with local area employers and the ONE STOP CAREER center, students gain valuable knowledge and skills that will make them stronger candidates for employment once they have completed their education.

This also benefits underserved populations by exposing them to workplace experience and opportunities in high wage high demand jobs.

- *Briefly Describe Program Accomplishments:*

The Wex program has recently joined a pilot program from the Chancellors

office. This program allows for students to remotely access internships through a program called Launchpath.

<http://www.launchpath.com>

Currently subscription is free.

- **Achievement and Resource Data Analysis:**

1. *Research Questions:*

- **Resource Assessment Summary:**

1. *Academic Year: 2014*
2. *Activity Center Fund 10 Budget Allocation: \$0*
3. *FTEs: Fall: 0 Spring: 0 Summer: 0*
4. *WSCH/FTEF: Fall: 0 Spring: 0 Summer: 0*
5. *Course Sections Offered: Fall: 0 Spring: 0 Summer: 0*
6. *Sections Taught FT Faculty: Fall: 0 Spring: 0 Summer: 0*
7. *Sections Taught PT Faculty: Fall: 0 Spring: 0 Summer: 0*

- **Human Resources:**

1. *# of FT Faculty: 0*
2. *# of PT Faculty: 1*
3. *# of Classified Staff: 0*
4. *# of Administrators: 0*
5. *% Faculty release/reassigned time: 0%*
6. *Technology:*
  - Technology Enhanced Instructional Equipment
  - Laptops
7. *Physical Resources:*
  - General Classrooms

- **Program Analysis PSLOs - Student Learning:**

*(Key: I-Introduced, P-Practiced with Feedback, M-Demonstrated at the Mastery Level)*

1. *PSLO Matrix:*

<b>Course</b>	<b>PSLO-1</b>	<b>PSLO-2</b>	<b>PSLO-3</b>
WEX 185A1	I	I	I
WEX 185A2	P	P	P
WEX 185A3	M	M	M
WEX 195A1	I	I	I
WEX 195A2	P	P	P

WEX 195A3	P	P	P
WEX 195A4	M	M	M

2. *Please Indicate the PSLO(s) which you are reporting on:*
  - Students with the guidance of their worksite supervisor will develop a series of learning outcomes appropriate to the job description and requirements.
  - Students complete an information packet through an online format or in person prior to the start of their worksite placement.
  - Students and worksite manager will develop individual SLO's based on the job site requirements.
3. *Analyze and summarize your assessment findings. What in the data jumped out?*
4. *Give examples of assessments used for your PSLO analysis:*
5. *Describe input from Program Advisory Committee (if applicable):*
6. *Comments:*

The Slo's are created by the employer and student. This is in the best interests of both parties so that real world learning can be achieved.

- **Program Improvement Objectives**

1. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

Enhance internship opportunities for Ohlone students.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

*Program PIO will address the following:*

- Persistence
- Success Rates
- Student Learning & Achievement

*How will you assess the effectiveness of your PIO:*

We will evaluate data showing count of internships and compare it to previous years.

**PIO Action Plan:**

*How will you accomplish this?*

Coordinate meetings with faculty on campus to ensure that all disciplines are aware of the Ohlone WEX program. Market the benefits of WEX (to faculty at Ohlone) and explain how it can help with enrollment while at the same time help students learn valuable skills. Engage in more outreach to local employers in the community.

*What is your timeline?*

Spring 2015-Fall 2016

*Who is going to do this?*

Adjunct faculty, Dean of Business Technology and Learning Resources

*PIO Status:*

- In-Progress

*Closing the loop - Describe the results of your PIO implementation or completion:*

Increase in internship offerings have been enhanced by: a) WEX coordinator Working more closely with our Deputy Sector Navigator and obtaining employer placements. b) Joining Launchpath pilot through the chancellors office.\* c) Working closely with the one stop career center. d) Educating various departments at Ohlone about the WEX program. With respect to the Launchpath; 1. Continue to support the pilot for the LaunchPath website which matches students to internships. a. Send Ohlone personnel to meetings for LaunchPath b. Market LaunchPath with the counseling and career staff at Ohlone i. Become a voice for internships 1. Ohlone students can benefit from this website ii. Set up and conduct meetings each fall semester with counseling and career staff

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

- No Fiscal Resources were Needed.

**PIO Resources:**

- Resource: People Time  
Description: WEX Coordinator will need more time.

2. *Based on the program data analysis and PSLO analysis, identify your Program Improvement Objective(s): What are you going to do? Why are you going to do it?*

Increase efficiency for WEX data reporting and sharing.

*Notes (optional): Please include any notes related to your PIO. (2500 Character limit)*

*Program PIO will address the following:*

- Career Technical Education (CTE) Related
- Institutional Effectiveness
- Student Learning & Achievement
- Course Retention
- Success Rates
- Increase Program Enrollments

*How will you assess the effectiveness of your PIO:*

By surveying those who will be using the data.

**PIO Action Plan:**

*How will you accomplish this?*

This PIO can be accomplished by: Moving the current WEX database to the Ohlone network a. The current WEX database is in MS Access b. Move it to the network so that it can be shared or accessed by the administration c. Several websites give more information about moving MS Access to a network

*What is your timeline?*

2015-16

*Who is going to do this?*

We will need IT to support this move

*PIO Status:*

- New

*Closing the loop - Describe the results of your PIO implementation or completion:*

Increase in internship offerings have been enhanced by: a) WEX coordinator Working more closely with our Deputy Sector Navigator and obtaining employer placements. b) Joining Launchpath pilot through the chancellors office.\* c) Working closely with the one stop career center. d) Educating various departments at Ohlone about the WEX program. With respect to the Launchpath; 1. Continue to support the pilot for the LaunchPath website which matches students to internships. a. Send Ohlone personnel to meetings for LaunchPath b. Market LaunchPath with the counseling and career staff at Ohlone i. Become a voice for internships 1. Ohlone students can benefit from this website ii. Set up and conduct meetings each fall semester with counseling and career staff

*Conclusion: Complete if PIO has been completed*

*Fiscal Resources Status:*

- none.

**PIO Resources:**

- Resource: People Time  
Description: WEX Coordinator moving data
- Resource: Other Non-Budget Related Resources Needed  
Description: Need help from IT dept. to achieve this.

**Attached Files:**