

2006-2007 Sciences and Engineering External Review Summative Report

Instructional	<input checked="" type="checkbox"/> Yes	Division	Sciences and Engineering	Review Year	2006-2007	View	Print
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Division	Year	Dept	Program	Question	Action	Comments
Sciences and Engineering	2006-2007	Math and Engineering	Mathematics	2. Improvements Question: (A.) Identify at least one example of an improvement/revision which resulted from the annual PET forms for the last five years.	Commendation	The Math & Engineering Department set goals, invested themselves in the process of attaining those goals, and the level of improvement is outstanding. Both students and faculty will benefit from the improvements. Particularly notable are the significant changes in the academically disadvantaged student success goal, a strong emphasis at AC.
Sciences and Engineering	2006-2007	Math and Engineering	Mathematics	"2. Improvements Question: (D.) Identify at least one example of an improvement/revision that is a response to accomplish a strategy or tactical objective within the Strategic Plan through 2010. "	Commendation	<p>Several items deserve commendation as the Math and Engineering Department has addressed strategies highlighted in the Strategic Plan:</p> <ol style="list-style-type: none"> 1. Applying, receiving, and successfully using grant money. 2. Holding monthly departmental meetings to share effective teaching techniques and observing other full-time department faculty members for successful teaching strategies. 3. Striving to ensure success of developmental math students by piloting assessment options. 4. Providing peer tutoring through the Outreach Center (over 4,200 visitors signed in during Spring 2006 semester). 5. Requiring a mandatory tutoring program for at-risk students in developmental math.
Sciences and Engineering	2006-2007	Math and Engineering	Mathematics	III. Curricula Question: (A.) Does the program/department have affiliation(s)/agreement(s)/contract(s) with any other entity for the purpose of delivering instructional content? 2. Provide an analysis of the review.	Commendation	The Math & Engineering Department has done a remarkable job seeking additional students. Their dual credit courses and community projects provide positive impressions of AC in the community, as well as potential courses resulting from the alliance with companies like Owens Corning.
Sciences and Engineering	2006-2007	Physical Sciences	Physical Science	VIII. Other Question: (A.) State any additional comments/concerns which may impact this program/department during the next five years.	Commendation	The Program Review Committee commends the faculty of the physical sciences department for their continuing and extraordinary level of community service involvement.
Sciences and Engineering	2006-2007	Electronics Technology	Instrument & Control	1. Purpose Question: (A.) State the purpose of the	Concern	The department needs to clarify how the purpose statement ties to: Goal 5: Deliver instruction and services using

ering	7	logy		program/department. How is this purpose within the mission of Amarillo College?		technology to improve effectiveness , efficiency, and convenience for students, faculty, and staff. Goal 7: Enhance employee productivity. The department could also provide an example of how the program is using new technology, systems etc. for instruction that would impact the job-readiness of the exiting student as tied to Goal 5 and Goal 7. It would be helpful to provide the following link to the Strategic Plan to see goals : http://www.actx.edu/strategic/files/uplink/Strategic_Plan_Revision_07_Final.pdf
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	1.Purpose Question:(C.) If the program/department offers continuing education credits	Concern	The department should explain how the classes tie to goal 5 and 6 and give examples.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	1.Purpose Question:(E.) Is the program/department accredited? 1. Which agencies or organizations accredit the department/program?	Concern	The department should include more information about the agency, such as giving its location, address or a website link.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	2. Improvements Question:(E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department.	Concern	While the group mentioned shows an adequate representation between administration and faculty, the department could perhaps include student and employer input.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	III. Curricula Question:(B.) How many curricula changes were approved by the Academic Affairs Committee during the past five years? 3. Which steps in the curricula change process had faculty involvement prior to submitting the curricula proposal(s) to the Academic Affairs Committee?	Concern	The department could provide data that includes the process of discussion (ie, group meetings, individual assessment, etc.).
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	V. Resources (A.) Library Question:(2.) Which two or three collection/resources/services should be improved to support Amarillo College mission regarding teaching and service?	Concern	The department could provide positive feedback about the services that would help the library for planning needs.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	VII. Publications Question:(A.) If the program/department publishes any advertising or recruitment documents (electronic or paper), do the documents accurately represent	Concern	The department could provide a list of publications or links to those publications.

				Amarillo College and the program/department?		
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	2. Improvements Question:(I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 1. Explain how outcomes for the competencies have been assessed and achieved and provide links to the documentation.	Concern	The department should present the analysis when it is available.
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	2. Improvements Question:(I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 2. Outline a plan for correcting any weaknesses.	Concern	The department should present the analysis when it is available.
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	III. Curricula Question:(B.) How many curricula changes were approved by the Academic Affairs Committee during the past five years? 3. Which steps in the curricula change process had faculty involvement prior to submitting the curricula proposal(s) to the Academic Affairs Committee?	Concern	The department needs to explain how faculty express approval for curriculum changes presented to the Academic Affairs Committee. Is it a vote? Is it permissible for a faculty member to initiate an idea for a curriculum change?
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	IV. Enrollment Data Question:(A.) After receiving the data indicating the number of students enrolled in the program/department, by total students, number of full-time equivalents and number of completers determine if there is more than a one-year anomaly. 1. If so, provide the faculty and staff analysis of their assessment of the problem.	Concern	The Mathematics courses have shown a steady increase in enrollment; however, the Engineering courses have recently seen a decline (2005). The department anticipates an increase in enrollment again, but needs to explain why it anticipates this increase.
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	IV. Enrollment Data Question:(A.) After receiving the data indicating the number of students enrolled in the	Concern	The department has a high student drop rate (41%-42%), especially in online courses. However, it presents a good idea to add a Drop Survey to the online Add/Drop system and the same survey would be filled out by those students who drop on

				program/department, by total students, number of full-time equivalents, and number of completers, determine if there is more than a one-year anomaly. 2. Create an action plan for needed improvement and commendation for any dramatic improvement.		campus through the Registrar.
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	V. Resources (C) Technology and Security/Privacy Question:(3.) Review program/department operations. Does any operation present the possibility for violations of security, confidentiality, or integrity of student records? a. What changes need to be made to prevent violations of this nature?	Concern	The Math and Engineering Department could share its plan to protect student records with other AC faculty.
Science s and Engine ering	200 6- 200 7	Math and Engine ering	Mathem atics	VIII. Other Question:(A.) State any additional comments/concerns which may impact this program/department during the next five years.	Concern	Additional funding is vital to continue student services in the Math Lab and the Outreach Center. The statistics provided indicate faculty are in need of updated graphic calculators, and more helpers are needed for the increased student load in the Math Lab, Outreach Center, and Testing/Assessment Center.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	"2. Improvements Question:(D.) Identify at least one example of an improvement/revision that is a response to accomplish a strategy or tactical objective within the Strategic Plan through 2010. "	Concern	The department should refer to the specific strategy / tactical objective in the Strategic Plan and provide a link to the Strategic Plan. Updating the online courses within the curriculum will help to ensure that the student will receive the same quality instruction that is given in a classroom. Online courses will also help to increase enrollment in this program.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question:(E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department.	Concern	The Advisory Board for this curriculum should be involved throughout the process, but the final decision should come from the program director and faculty.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (G.) Review the five-year graph(s) of course completions for the program/department. 1.Explain any increase or decrease that is more than a one-year anomaly.	Concern	The graph indicates a steady increase in course completions.
Science s and	200 6-	Mortua ry	Mortuar y	V. Resources (A.) Faculty	Concern	The program director should explain more fully how hiring additional full- and part-time faculty will

Engineering	2007	Science	Science	Question:(1.) Review the five-year graph(s) of the student to faculty ratio in the program/department. b. Provide an action plan for improvement of any identified problem.		solve problems with increased enrollment. Will hiring more faculty allow the program to increase enrollment or offer more than one section of some of the courses in the program?
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	V. Resources (C) Technology and Security/Privacy Question:(2.) What improvements would ensure that students use technology?	Concern	The department needs to specify what testing center it would use for taking exams. Currently, the Testing Center (Washington Street Campus) does not have adequate space to accommodate a full class.
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	V. Resources (D) Support Services for Students Question:(1.) Which support services need to be strengthened to better serve students in this program/department?	Concern	The department needs to explain what "student knowledge" means and describe the problems it has had with accessibility.
Science and Engineering	2006-2007	Physical Sciences	Physical Science	2. Improvements Question:(B.) Identify at least one example of improvements/revisions which resulted from the last Program Review.	Concern	The department needs to specify what types of technology are being used in the classrooms and what kind of equipment upgrades (give examples) have been made.
Science and Engineering	2006-2007	Physical Sciences	Physical Science	2. Improvements Question: (E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department. 2. Identify the primary reasons for the assessment tool(s) selected.	Concern	The department needs to explain if assessment tools are available for the other physical science departments, and if so, what they are.
Science and Engineering	2006-2007	Physical Sciences	Physical Science	2. Improvements Question: (G.) Review the five-year graph(s) of course completions for the program/department. 2. Provide the programs/departments plan of action for improving any identified problem or results from the implementation of the plan of action.	Concern	The department could utilize a type of "early warning" system to advise students who are not successfully completing the course.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (A.) Identify at least one example of an improvement/revision which resulted from the annual PET forms for the last five years.	Recommendation	The department needs to answer the question.
Science	200	Electro	Instrum	2. Improvements	Recommend	The department needs to answer the question

s and Engineering	6-2007	Electronics Technology	Instrument & Control	Question:(B.) Identify at least one example of improvements/revisions which resulted from the last Program Review.	Recommendation	
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	"2. Improvements Question:(D.) Identify at least one example of an improvement/revision that is a response to accomplish a strategy or tactical objective within the Strategic Plan through 2010. "	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	"2. Improvements Question:(E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department. 1. Explain the primary reasons behind the competencies that were selected."""	Recommendation	The department needs to fully answer the question by explaining the overall process that the department uses to determine the courses' competencies.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department. 2. Identify the primary reasons for the assessment tool(s) selected.	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (F.) For student or program/course outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative summary of qualitative results.	Recommendation	The department needs to fully answer the question. The department should provide the data or links to data that are used, such as graduation or course grade graphs, and expand with job placement data since the department purpose directly states job entry success. How is the department addressing that outcome separate from course completion? What feedback does the department have from employers that students passing courses indeed have the skills for the job market? Also, the department needs to explain further and give data concerning the NIDA CAI software mentioned in the Pet form.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (F.) For student or program/course outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative	Recommendation	The department needs to answer the question.

				summary of qualitative results		
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (G.) Review the five-year graph(s) of course completions for the program/department. 1. Explain any increase or decrease that is more than a one-year anomaly.	Recommendation	The department needs to fully answer the question. Although overall completion rates seem to be fairly stable from 2003-2007 with minor variation that would not seem to indicate any substantial problems, if this is the case, the department needs to state that fact here.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (G.) Review the five-year graph(s) of course completions for the program/department. 2. Provide the programs/departments plan of action for improving any identified problem or results from the implementation of the plan of action.	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 1. Explain how outcomes for the competencies have been assessed and achieved and provide links to the documentation.	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 2. Outline a plan for correcting any weaknesses.	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	2. Improvements Question: (K.) For all technical programs/departments offering one or more technical programs	Recommendation	The department needs to answer the question.

				(Associate in Applied Science or Certificates) review the programs/departments graphs of the results for job placement during the past five years 1. Explain any increase or decrease that is more than a one-year anomaly		
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	2. Improvements Question:(K.) For all technical programs/departments offering one or more technical programs (Associate in Applied Science or Certificates) review the programs/departments graphs of the results for job placement during the past five years 2. Provide a plan of action for the identified problem.	Recommen dation	The department needs to answer the question.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	III. Curricula Question:(A.) Does the program/department have affiliation(s)/agreement(s)/contract(s) with any other entity for the purpose of delivering instructional content? 2. Provide an analysis of the review.	Recommen dation	The department needs to fully answer the question and provide analysis of the review.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	III. Curricula Question:(C.) Is any program within the department a technical program (e.g. AAS or certificate)? 2. Provide a link to the minutes of the last advisory committee(s) minutes in the Electronic Archives.	Recommen dation	The department should provide appropriate links to membership of the committee and, if available, minutes of meetings.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	IV. Enrollment Data Question:(A.) After receiving the data indicating the number of students enrolled in the program/department, by total students, number of full-time equivalents and number of completers determine if there is more than a one-year anomaly. 1. If so, provide the faculty and staff analysis of their assessment of the problem.	Recommen dation	The department needs to answer the question.
Science	200	Electro	Instrum	IV. Enrollment Data	Recommen	The department needs to answer the question. If

s and Engineering	6-2007	Electronics Technology	Instrument & Control	<p>Question:(A.) After receiving the data indicating the number of students enrolled in the program/department, by total students, number of full-time equivalents, and number of completers, determine if there is more than a one-year anomaly.</p> <p>2.Create an action plan for needed improvement and commendation for any dramatic improvement.</p>	Recommendation	the enrollment numbers are indeed steady as stated in the advisory minutes, the department should document this fact in the previous question and in this followup.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	<p>"IV. Enrollment Data</p> <p>Question:(B.) For programs/departments with majors, review the graphs of program majors and the number of new majors by year.</p> <p>1. Provide an analysis of the programs/departments faculty and staff assessment of the problem and an action plan for needed improvement and commendation for any dramatic improvement "</p>	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	<p>"V. Resources (A.) Faculty</p> <p>Question:(1.) Review the five-year graph(s) of the student to faculty ratio in the program/department.</p> <p>a. Explain any increase or decrease that is more than a one-year anomaly. "</p>	Recommendation	<p>Recommendation: Answer the question.</p> <p>Comment: According to the chart, there was large increase in 2005 then a decrease in 2006 with slight increase in 2007 with the student/teacher ratio staying around the same level since 2003. This consistency just needs to be stated here?</p>
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	<p>V. Resources (A.) Faculty</p> <p>Question:(1.) Review the five-year graph(s) of the student to faculty ratio in the program/department.</p> <p>b. Provide an action plan for improvement of any identified problem.</p>	Recommendation	The department needs to answer the question.
Science and Engineering	2006-2007	Electronics Technology	Instrument & Control	<p>V. Resources (A.) Faculty</p> <p>Question:(2.) In the database for Roster of Instructional Staff (also known as Roster of Faculty), review the credentials of each full-time and part-time faculty member within the program/department. If</p>	Recommendation	The department needs to answer the question.

				any faculty member does not meet the SACS and THECB requirements, evaluate whether additional documentation is significant to grant an exemption.		
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	V. Resources (A.) Faculty Question:(3.) List the names and the last date for all full-time faculty evaluations based on the schedule indicated in the Faculty Performance Review (FPRP).	Recommen dation	The department needs to answer the question.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	V. Resources (A.) Library Question:(3.) Does your program/department have discipline accreditation? a. How has the library participated in this disciplines accreditation?	Recommen dation	A previous response identified the Technology Accreditation Commission of the Accreditation Board of Engineering and Technology. If this is a discipline accreditation, the department should note it. Also, the department should discuss the library participation in the accreditation process.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	V. Resources (C) Technology and Security/Privacy Question:(1.) After assessing the strengths and weaknesses of the programs/departments access to technology, what improvements would ensure that students have access and training in the use of technology?	Recommen dation	The department needs to answer the question.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	V. Resources (C) Technology and Security/Privacy Question:(2.) What improvements would ensure that students use technology?	Recommen dation	The department needs to answer the question.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	VI. Budget Question:(A.) Which program/department outcomes have resulted in budget requests to date?	Recommen dation	The department needs to answer the question.
Science s and Engine ering	200 6- 200 7	Electro nics Techno logy	Instrum ent & Control	VI. Budget Question:(B.) Project the programs/department strategic initiatives for the next five years based on the programs/departments outcomes	Recommen dation	The department needs to answer the question.
Science s and	200 6-	Mortua rv	Mortuar v	1.Purpose Question:(D) Does the	Recommen dation	The department needs to fully answer the question.

Engineering	2007	Science	Science	program have admissions policies? 1.Where are the policies published?		
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	1.Purpose Question:(D.) Does the program have admissions policies? 2.Explain how these policies are consistent with the mission of Amarillo College.	Recommendation	The department needs to fully answer the question.
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	1.Purpose Question:(F.) Is this program/discipline required to receive approval from an external agency or organization (other than the Texas Higher Education Coordinating Board) in order to offer courses? 1. Identify the external approver(s) for the department/program.	Recommendation	The department needs to fully answer the question.
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	1.Purpose Question:(F.) Is this program/discipline required to receive approval from an external agency or organization (other than the Texas Higher Education Coordinating Board) in order to offer courses? 2. What approval schedule is required by the external approver(s)?	Recommendation	The department needs to fully answer the question.
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	1.Purpose Question:(F.) Is this program/discipline required to receive approval from an external agency or organization (other than the Texas Higher Education Coordinating Board) in order to offer courses? 3. When did the program/department last receive approval?	Recommendation	The department needs to fully answer the question.
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	2. Improvements Question:(B.) Identify at least one example of improvements/revisions which resulted from the last Program Review.	Recommendation	The department needs to explain how the program and the students benefited from the stated improvements/revisions from the last Program Review.
Sciences and Engineering	2006-2007	Mortuary Science	Mortuary Science	2. Improvements Question:(C.) Identify all the delivery approaches used for courses within this	Recommendation	Traditional classrooms can limit the number of students in a course. Web courses, however, have the possibility of unlimited numbers depending on the course. Web courses also reach out to more students who do not usually live close to the

				program/department: (Select all that apply). traditional classroom web video interactive TV (ITV)		college.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (F.) For student or program/course outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative summary of qualitative results.	Recommen dation	The department should provide a link to the graph or a better narrative description. Also, the department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (F.) For student or program/course outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative summary of qualitative results	Recommen dation	The department states that there have been many changes to curriculum; however, it mentions no specific changes using the analysis from the five year graph/narrative for outcome assessments.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (H.) Does the program/department provide for alternative methods of awarding credit? (Select all that apply).	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 1. Explain how outcomes for the competencies have been assessed and achieved and provide links to the documentation.	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved	Recommen dation	The department needs to fully answer the question.

				by the Academic Affairs Committee 2. Outline a plan for correcting any weaknesses.		
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	2. Improvements Question:(J.)Do students/graduates in this program/department have to be certified or licensed? yes 1.Explain any increase or decrease that is more than one-year anomaly.	Recommendation	The department needs to fully answer the question. It gives only two years of data, rather than the five years the question asks for.
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	2. Improvements Question:(J.)Do students/graduates in this program/department have to be certified or licensed? yes 2.Provide a plan of action for the identified problem	Recommendation	The department added mandatory classes to the curriculum; however, it did not fully explain the decrease.
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	2. Improvements Question:(K.) For all technical programs/departments offering one or more technical programs (Associate in Applied Science or Certificates) review the programs/departments graphs of the results for job placement during the past five years 1. Explain any increase or decrease that is more than a one-year anomaly	Recommendation	The department should provide a link to a graph or a written narrative. The department states that its program is consistent with state averages, but does not address whether there has been an increase or decrease of job placement.
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	III. Curricula Question:(B.) How many curricula changes were approved by the Academic Affairs Committee during the past five years? 3. Which steps in the curricula change process had faculty involvement prior to submitting the curricula proposal(s) to the Academic Affairs Committee?	Recommendation	The department needs to fully answer the question.
Science and Engineering	2006-2007	Mortuary Science	Mortuary Science	III. Curricula Question:(C.) Is any program within the department a technical program (e.g. AAS or certificate)? 2. Provide a link to the minutes of the last advisory committee(s)	Recommendation	The links do not work.

				minutes in the Electronic Archives.		
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	III. Curricula Question:(C.) Is any program within the department a technical program (e.g. AAS or certificate)? 3. Provide a link to the appropriate committee membership of the advisory committee(s) in the Electronic Archives.	Recommen dation	The department needs to answer the previous question and make sure the link to the committee is active.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	V. Resources (A.) Faculty Question:(2.) In the database for Roster of Instructional Staff (also known as Roster of Faculty), review the credentials of each full-time and part-time faculty member within the program/department. If any faculty member does not meet the SACS and THECB requirements, evaluate whether additional documentation is significant to grant an exemption.	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	"V. Resources (A.) Faculty Question:(5.) Amarillo Colleges Board Policy Manual defines each faculty members academic freedom as ""full freedom in the classroom in discussing the subject being taught and to pursue research and publications. However, a faculty member must not attempt to force on students a personal viewpoint and must at all times allow for diversity of opinion. Has anyone in the program/department filed a grievance for violation of the aforementioned academic freedom?"	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	V. Resources (A.) Library Question:(1.) Which of the following library collections/resources/se rvices have been used by faculty, staff and/or students within the past	Recommen dation	The department needs to fully answer the question.

				five years? (Select all that apply)		
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	V. Resources (A.) Library Question:(3.) Does your program/department have discipline accreditation? a. How has the library participated in this disciplines accreditation?	Recommen dation	The department needs to answer the first part of the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	V. Resources (C) Technology and Security/Privacy Question:(3.) Review program/department operations. Does any operation present the possibility for violations of security, confidentiality, or integrity of student records?	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	V. Resources (C) Technology and Security/Privacy Question:(3.) Review program/department operations. Does any operation present the possibility for violations of security, confidentiality, or integrity of student records? a. What changes need to be made to prevent violations of this nature?	Recommen dation	The department needs to answer the previous question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	VI. Budget Question:(B.) Project the programs/department strategic initiatives for the next five years based on the programs/departments outcomes	Recommen dation	The program director needs to state how an increase in the budget would effect the department's outcomes for the next five years.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	VII. Publications Question:(A.) If the program/department publishes any advertising or recruitment documents (electronic or paper), do the documents accurately represent Amarillo College and the program/department?	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	VII. Publications Question:(A.) If the program/department publishes any advertising or recruitment documents (electronic or paper), do	Recommen dation	The department needs to fully answer the previous question.

				the documents accurately represent Amarillo College and the program/department? 1. If no, explain what is inaccurate.		
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	VII. Publications Question:(B.) Does the program/department publish any documents (electronic or paper) with references to SACS accreditation? 1. Are the references in compliance with SACS approved statement?	Recommen dation	The department needs to fully answer the question.
Science s and Engine ering	200 6- 200 7	Mortua ry Science	Mortuar y Science	VII. Publications Question:(B.) Does the program/department publish any documents (electronic or paper) with references to SACS accreditation? 1. Are the references in compliance with SACS approved statement? a. Which reference is not in compliance? Describe how you will assure compliance for all references in the future.	Recommen dation	The department needs to fully answer the previous question.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question:(C.) Identify all the delivery approaches used for courses within this program/department: (Select all that apply). traditional classroom web video interactive TV (ITV)	Recommen dation	The department needs to answer the question concerning delivery approaches.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question:(E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department.	Recommen dation	The department needs to provide personnel titles.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	"2. Improvements Question:(E.) Provide names and titles of those who determined the process used to assess outcomes of the program and/or courses in the department. 1. Explain the primary reasons behind the competencies that were selected."""	Recommen dation	The department mentions Chemistry, but needs to explain how the other departments (e.g. physics, geology, etc.) assess their programs.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (F.) For student or program/course	Recommen dation	The department needs to develop outcomes assessments and use them to measure program success.

				outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative summary of qualitative results.		
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (F.) For student or program/course outcome assessments review the programs/departments five-year graph(s) of quantitative results or provide a brief narrative summary of qualitative results	Recommen dation	The department needs to indicate if any changes have been proposed or made to the actual curriculum taught in the physical science courses.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (H.) Does the program/department provide for alternative methods of awarding credit? (Select all that apply).	Recommen dation	The department needs to present data that assures that advanced placement outcomes are comparable to those expected of students who enrolled and completed the course.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department	Recommen dation	Outcomes assessment for general education competencies are non-existent. Such competencies should be developed.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 1. Explain how outcomes for the competencies have been assessed and achieved and provide links to the documentation.	Recommen dation	There has been no assessment since there are no general education competencies in place.
Science s and Engine ering	200 6- 200 7	Physica l Science s	Physical Science	2. Improvements Question: (I.) For general education and/or core curriculum required by this program/department identify the relevant competencies approved by the Academic Affairs Committee 2. Outline a plan for correcting any weaknesses.	Recommen dation	The department needs to establish general education outcomes competencies.