



**Political Science & Geography  
PROGRAM REVIEW REPORT  
2014 - 2015**

**Faculty and Staff (List all)**

Full Time	Adjunct	Support Staff
Peters, Gerhard	Christensen, Niel	
Ross, Glen	Jefferson, R. Elaine	
	Milbrandt, David	
	Ramos-Bernal, Natasha	
	Ross, Lisa	
	Fair, Charles	
	Woolford, Ryan	



## Political Science & Geography

### I. Executive Summary

#### **Program Description:**

Political science, a social science, is the study of the processes, principles, and structure of government and political institutions; and the analysis of issues that governments face in developing policies in the current domestic and global context. Political science contributes to an understanding of democracy that equips students to fulfill the obligations of citizenship. Political science courses satisfy general education requirements for an associate degree, a liberal arts degree with an emphasis in social and behavioral sciences/political science, and lower division transfer requirements.

Courses are offered in the day and evening and in late start and online formats.

#### **Strengths/Effective Practices:**

- The program has begun the process of evaluating whether prerequisite courses in English should be required to ensure student success. Recommendations have been made to members of the Curriculum Committee, and that committee is evaluating whether such prerequisites can be established.
- An A.A. Transfer degree in Political Science was designed in the 2012-2013 academic year and final approval was granted by the Chancellor's office in August 2013.
  - To support this degree, the first course section of Political Science 108 – Political Philosophy was offered in the spring 2014 term.
- The Political Science program has seen a significant improvement in the diversity and availability of courses taught in the past few years. In particular:
  - 1) The program extended its reach to students by offering courses in London in the Fall 2012 semester, and Salamanca, Spain in the Spring 2014 semester through the Study Abroad program.
  - 2) The program has been able to double the number of Comparative Politics (POLI 105) and International Relations (POLI 116) courses to one each per semester, up from one each per year. Each course was 100% full at the beginning of each semester since this change was made, with almost 100% retention at census date.

- 3) Beginning in Fall 2010 the first Honors section of POLI 103, American Government was offered and enjoyed 100% retention. This will serve the needs of students who seek to matriculate to university level work since POLI 103 is a requirement for transfer to the California State University system. This course was again offered in Fall 2011, Fall 2012, and Fall 2013.
  - 4) A new course in Political Theory (POLS 108) was created by the faculty and approved during the spring 2013 semester. It was first offered during the spring 2014 term.
- The faculty continues to develop new teaching methods and information delivery schemes that take advantage of technology.
  - The faculty continues to demonstrate leadership and expertise in the discipline through published works and media appearances.
  - Courses are now being offered on Friday and Saturday to provide diversity in class scheduling to allow students with non-traditional personal and work schedules to take courses.

### **Weaknesses/Lessons Learned:**

A lesson, rather than a weakness of the program, is the need to establish prerequisites in English reading and composition so students are prepared for collegiate-level study in Political Science. Poor reading and writing skills make it difficult for many students to successfully understand and analyze social scientific phenomena and succeed in courses offered by the program. This is especially true in POLS 103, a course required for matriculation to many universities and taken by many students without adequate preparation in basic skills.

### **Recommendations/Next Steps:**

To resolve the two sets of weaknesses identified above, the Political Science program recommends:

- The establishment of READ 099 and ENGL 100 (or their equivalents) as prerequisites for Political Science courses in order to meet Student Learning Outcomes (SLOs).
- The offering of additional course sections to facilitate student transfer and competition goals.

To complement the Honors Program:

- The creation of an honors version of the course in International Relations (POLS 116).

Geography faculty would like to expand course offerings as applicable.



## Political Science and Geography

### II. Curriculum

Course Number and Title (Courses must be reviewed every six years to remain active)	Date of last Curriculum Committee Review	2013-2014 Course offerings By Term and # of Sections				SLOs Assessed (Semester / year)
		Summer	Fall	Winter	Spring	
POLI103 American Politics	F08	4	15	4	19	Spring 2014
POLI103H American Government - Honors	F09	0	1	0	0	Fall 2013 (course only offered in fall semester)
POLI104 Intro To Political Science	S09	0	1	0	1	Spring 2014
POLI105 Comparative Politics	S09	0	1	0	2	Spring 2014
POLI116 International Relations	S09	0	1	0	2	Spring 2014
GEOG102	F14	0	1	0	3	Fall 2014
GEOG118	F12		1		1	Fall 2014

### III. Degrees and Certificates

Title	Type	Date Approved by Chancellor's Office	Number Awarded 2011	Number Awarded 2012	Number Awarded 2013	Number Awarded 2014
Liberal Arts: Social and Behavioral Sciences	AA	2009	44	46	34	
Social and Behavioral Sciences	AA	1950	366	374	327	

**TYPE:** AA = Associate in Arts AS = Associate in Science Degree C = Certificate S = Skill Award  
AA-T = Associate in Arts for Transfer AS-T = Associate in Arts for Transfer

#### IV. Sections Offered

Review the data sheet for section counts, which includes the following information by course category:

1. Section counts
2. Enrollment by student demographic
3. Success and retention

Provide a brief narrative analysis and describe any trends or concerns you noticed.

The Political Science program is satisfied with both the number of sections offered across the four terms (Fall, Winter, Spring, and Summer), as well as the distribution of these sections during various times of the day including morning, afternoon, and evening sections. In addition, the number of DE sections is satisfactory and includes full 16-week and compressed 8-week late start courses. These 8 week late start courses allow students flexibility to add an additional section in the middle of a term if there is a need for them to pick up an additional class.

The Geography offerings could expand, however the inclusion of a DE section for GEOG 102 has allowed for more students to take advantage of the course. The college offers only one section of GEOG 118 each semester. The program is limited by not having a full-time faculty member and also not having a degree pathway in this discipline. At the moment, the number of courses and the distribution across the schedule are adequate to support student need. A new adjunct who has completed DE training was hired to teach GEOG 102 in fall 2014. Previous success rates were rather low compared to college rates. GEOG 102 was primarily offered in an online format. The changes in faculty and training associated with the online class should improve the success and retention rates for the program. Faculty will continue to monitor this progress.

#### V. Student Demographics

Review the data sheet for program enrollment, retention, and success which includes data on these metrics by student demographic

Provide a brief narrative analysis and describe any trends or concerns you noticed.

The Political Science and Geography programs enroll students from a wide variety of ethnic and socio-economic backgrounds. The percentage of students from various ethnic, gender, and age groups enrolled in Political Science courses generally mirrors that of the larger campus population.

## VI. Student Accomplishments

Provide current, interesting information about accomplishments of students who have participated in this program.

In the 2013-2014 academic year, a number of students majoring in Political Science have successfully transferred to four-year institutions, taken leadership positions in campus organizations, and volunteered in service organizations or government offices related to their course of study.

In addition, the first Political Science AA-Transfer degrees were awarded at the June 2014 commencement exercises.

A Political Science major, Tyler Hernandez, received the College's distinguished "Man of the Year" award in 2014.

A Political Science major, Tyler Davis, received the "Key of Knowledge" award from our division.

## VII. Student Learning Outcomes Assessment Reflection

**SLOs complete for Summer/Fall 2013 and Winter/Spring 2014 and located in the SLO spreadsheets on the Intranet.**

**The majority of students demonstrated above averages skills in the SLOs assessed during the last academic year in both GEOG 102 and GEOG 118.**



## Political Science

### VIII. Progress toward previous goals

During 2013-2014, we accomplished:

	Previous Goals	Progress/ Persons Responsible	Status	Year 1 Strategic Plan Objectives
<b>Goal 2 EMP</b>	Collaborate with Fine Arts to develop a politics and film course	<b>Faculty and Curriculum Committee</b> "On-hold" until the budget situation warrants the scheduling of such a course. This remains a long-term goal.	IP	1.2.4
<b>Goal 8 2006-07</b>	Explore the development of general interest courses that might appeal to a wider population and include the interest of older students who might be seeking course for general interest.	<b>Faculty / Dean / V.P.</b> No additional courses are being offered at this time due to budget constraints.	IP	1.1.1
<b>Goal 9 2006-07</b>	Periodic review of course scheduling to assure most needed classes have sufficient number of sections to assure students can reach their desired academic goals within a timely manner.	<b>Faculty / Dean</b> Program has reviewed section times and days, and adjustments have been made to offer morning, afternoon, evening, and Distance Education sections.	IP	1.1.1
<b>Goal 12 2006-07</b>	Continual updates on software and instructional technology should be made in classrooms and faculty offices.	<b>Faculty / Tech. Services</b> Faculty has identified certain software updates and needs. Tech Services provides these free updates when requested, although response time for some software updates is far too long.	IP	3.1.4
<b>Goal 14 2006-07</b>	A sufficient pool of adjunct faculty needs to be	<b>Dean</b> As the number of Political	IP	

	maintained to assure the adequate number of sections may be offered each semester.	Science sections has increased from Spring 2010 to Fall 2010, additional sections have been assigned to adjunct faculty.		
<b>Goal 16 2006-07</b>	Faculty members should be provided opportunities to attend regional and national conferences involving the discipline and educational technology.	<b>Faculty with the support of Dean and V.P.</b> Faculty has recently twice attended the American Political Science Association Conference (2007 & 2008), the Western Political Science Association Conference, and presented a paper at the Midwestern Conference in March 2011. The paper from the Midwest conference was published in Presidential Studies Quarterly in December 2011. A faculty member will present at the 2013 APSA in Chicago.	IP	6.1.1



**In addition to previous goals, during 2014-2015, we plan to:**

	<b>Description</b>	<b>Actions / Target Date</b>	<b>Data Index*</b>	<b>Institutional Goal**</b>
<b>Goal 1</b>	Creation of an honors version of the International Relations Course (POLS 116)	<b>Faculty / Honors Coordinator / Curriculum Committee</b> Course outline will be submitted for approval during the 2013-14 academic year for first offering during the 2014-15 academic year.		
<b>Goal 2</b>	Advising student groups through faculty mentoring of student organizations related to politics.	<b>Faculty</b> Faculty will work with students who seek to form student organizations/clubs related to relevant topics related to the study of Political Science.		
<b>Goal 3</b>	Planning and organizing public events/forums/colloquia with invited speakers who hold expertise in subject areas related to Political Science.	<b>Faculty / Student Affairs</b> Faculty will assist in planning and hosting such events.		
<b>Goal 4</b>	Increase the number and variety of offerings in the Geography program	<b>Dean and program faculty</b> Course offerings (number and pattern) will be discussed and expanded as appropriate. Additional adjuncts will need to be hired in both Cultural Geography and Physical Geography due to load limitations.	<b>1.1.1</b>	<b>1.1.1</b>

*\*For institutional goals visit link below.*

<http://www.citruscollege.edu/admin/planning/Documents/StrategicPlan2011-2016.pdf>

*\*\*For Educational and Facilities Master Plan, use table below.*

EFMP 1 – Develop a political theory course
EFMP 2 – Collaborate with Fine Arts to develop a politics and film course



## Political Science

### IX. Budget Recommendations for 2014-2015

(Add rows or attach additional pages as needed for complete description / discussion)

#### Certificated Personnel (FNIC)

Position	Discuss impact on goals / SLOs	Impact	Priority
NONE			

#### Classified Personnel

Position	Discuss impact on goals / SLOs	Impact	Priority
NONE			

#### Staff Development (Division)

Item	Discuss impact on goals / SLOs	Cost	Impact	Priority
Funding for Professional Conferences	Allows FT faculty to maintain currency in discipline and promote Citrus College through published and presented research.	\$2,000	M, Q	Codes 2 & 3
Funding for Professional Association Memberships	Allows FT faculty to maintain currency in discipline and promote Citrus College through published and presented research.	\$300	M, Q	Codes 2 & 3

#### Facilities (Facilities)

Describe repairs or modifications needed	Discuss impact on goals / SLOs	Building / Room	Impact	Priority
Home Room for Political Science courses	A dedicated classroom location for most political science courses to allow storage of a variety of teaching aids, etc.	LB-303 (or other)	Q, F	Code 3

#### Computers / Software (Tecs)

Item	Discuss impact on goals / SLOs	Cost	Impact	Priority
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#### Equipment

Item	Discuss impact on goals / SLOs	Cost	Impact	Priority
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Maps	Better teaching instruments. Only requested if a dedicated classroom can be secured.	\$1,000	Q, F	Code 3
Posters and Artwork	To enhance the quality of the learning environment. Only requested if a dedicated classroom can be secured.	\$1,000	Q, F	Code 3

### Supplies (Division)

Item	Discuss impact on goals / SLOs	Cost	Impact	Priority
Budget for DVDs and other media	Allows faculty to stay current with cases/events relevant to subject.	Less than \$1,000 per year	Q, F	Codes 2 & 3

# General Budget Guidelines

## Budget Preparation Tips:

- Include items on the budget form that are needed for program success even if there is no financial need associated with the request (ie training that could be accomplished with on-campus resources, sharing of resources with another discipline or department etc.)
- Whenever possible, obtain actual cost for the items / equipment you wish to purchase. This avoids situations where items are considered for purchase but it is determined that the actual cost greatly exceeds the original estimate.
- Identify unit cost (cost per item) and the number of units desired in requests.
- Indicate if there is a lower level of financial support that would be workable in your educational plan – if you request \$30,000 for a classroom set of equipment (one item for each student), if \$15,000 were available, would it be possible for two students to share an item? Is the request “All or nothing”?

## Determining Budget Impact:

**Indicate one or more of the following areas that your request will affect:**

**M = Mission:** Does the request assist the program in meeting the District’s mission and established core competencies and / or diversity?

**N = Need:** Does the request assist the program in addressing needs based on labor market data, enrollment, articulation, advisory committee, regional agreements, etc.?

**Q = Quality:** Does the request assist the program in continuing or establishing appropriate lecture/lab unit values? Will the request assist in the regular reviewed / updated of course outlines? Is faculty development adequate? Does program need support in addressing the State and District emphasis on critical thinking, problem solving and written expression? Does program need support to meet stated objectives in the form of SLOs? Do course pre-requisites and co-requisites need to be validated?

**F = Feasibility:** Does the request assist the program maintain adequate facilities, equipment, and library resources? Is there a need for repair or modification of facilities? Is there a need for new equipment or supplies? Are course offerings frequent enough for students to make adequate progress in both day and evening programs? Does the program have adequate communication with & support from Counseling?

**C = Compliance:** Does the request assist the program in meeting Federal, State & District requirements? (Do the course outlines meet state, district & federal regulations for content? Do vocational programs have regular advisory meetings?)

## Budget Priorities:

**When establishing priority, consider the following:**

Priority 1: This item is mandated by law, rule, or district policy.

Priority 2: This item is essential to program success.

Priority 3: This item is necessary to maintain / improve program student learning outcomes.